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Consumer Information Catalog

Consumer Information Center
Spring 1982

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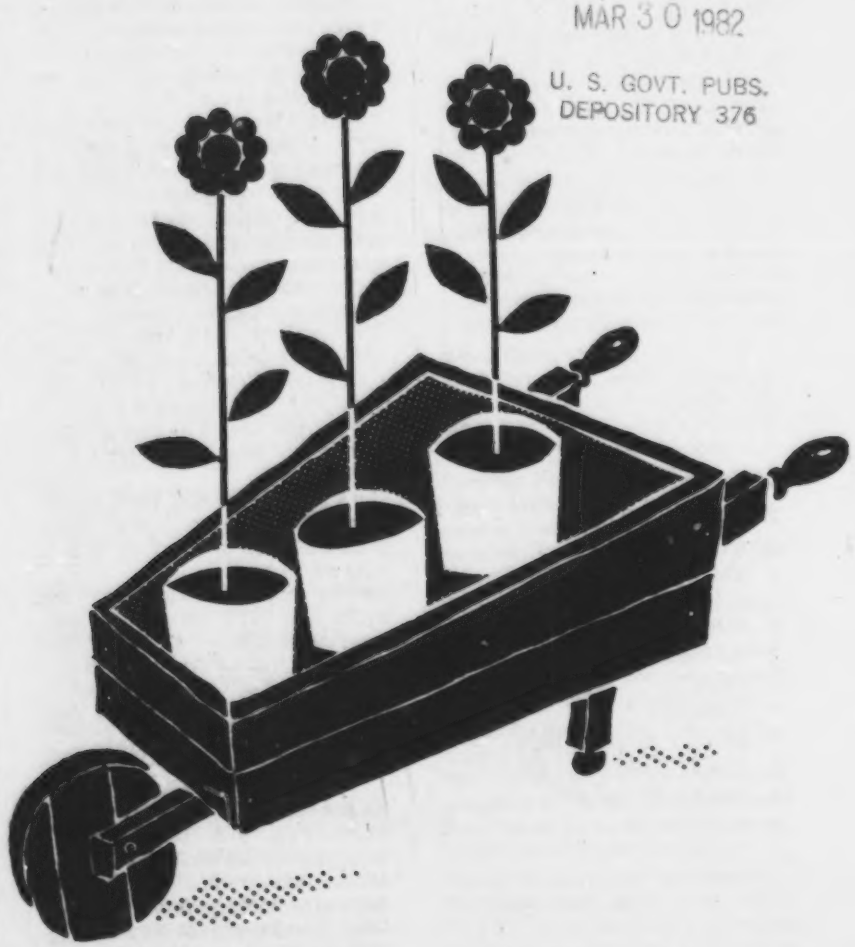

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READEX FICHE

All issues available have been filmed. Unfortunately, any scattered missing issues are no longer available.

INTRODUCTION

We are pleased to bring you the latest edition of the Consumer Information Catalog. It lists booklets from almost 30 agencies of the Federal Government. And more than half of them are free. You will find booklets on how to fix your car; how to save money on food, health care, energy, and other household expenses; how to slim down and trim up; and many other interesting topics.

The Catalog is published four times a year by the Consumer Information Center. The Center was established by Presidential Order in 1970 to encourage Federal agencies to share useful consumer information and to increase public awareness of this information.

Consumers have suggested many of the topics for publications listed in the Catalog. We welcome your comments and suggestions.

Consumer Information Center
General Services Administration

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☆ AUTOMOBILES

The Backyard Mechanic—Volume I. 101K. $4.00. 57 pp. 1979. Illustrated step-by-step instructions on how to inspect your car for repairs; change the oil; tune-up; lubricate; and maintain the transmission, disc brakes, radiator, emission control devices, battery, and automatic choke.

The Backyard Mechanic—Volume II. 102K. $4.50. 75 pp. 1980. How to do basic tune-up and final adjustments; reline drum brakes; maintain the hydraulic brake system and power brake assist units; and care for the carburetor, ignition system, and air conditioning; also explains auto electrical system.

Backyard Mechanic—Volume III. 103K. $4.50. 92 pp. 1981. Fifteen chapters of instructions to help you keep your car running smoothly; covers electrical systems, body work and painting, tuning for mileage, filters, tires, lights; how to avoid auto repair ripoffs; tips on keeping a maintenance log.

The Car Book. 501K. Free. 68 pp. 1981. Information about many 1981 model cars: Crash test results, fuel economy, maintenance and insurance costs; how to resolve complaints; and what to look for in a used car.

Car Care and Service. 104K. $1.75. 13 pp. 1981. Symptoms of common problems; tips on working with your mechanic.

Self-Service: Gas Up and Go? 105K. $1.75. 8 pp. 1977. Tells how to perform the simple but important routine maintenance that you might miss at the self-service pump: checking the oil, tire pressure, battery, and more.

☆ CHILDREN

An Adolescent in Your Home. 106K. $1.75. 27 pp. 1978. The physical and emotional needs and problems of adolescents; areas of conflict; and ways to promote understanding.

Child Development in the Home. 107K. $1.75. 20 pp. 1980. How to build self-confidence and self-discipline in the preschool child.

Children's Books. 108K. $1.75. 16 pp. 1981. A descriptive listing of the best books published in 1980 for preschool through junior high school age children. Prepared by the Library of Congress.

Cognitive Development. 109K. $1.75. 14 pp. 1980. How children learn; what stages they reach at certain ages; and how parents can help.

Footsteps: A Parenting Guide. 110K. $4.00. 64 pp. 1980. Practical advice for parents of young children on: Sibling rivalry, child abuse, teaching values, independence, creativity, and more; based on the TV show "Footsteps."

The Importance of Play in Child Development. 111K. $1.75. 16 pp. 1981. Play is a child's way of living and learning social skills, creativity, and responsibility; how parents can enhance this learning.

Plain Talk About Raising Children. 504K. Free. 4 pp. 1981. Suggestions from parents whose grown children are now functioning well.

Plain Talk About When Your Child Starts School. 505K. Free. 2 pp. 1980. Suggestions for helping your child during the first days of school.

Talking to Children About Death. 112K. $1.75. 16 pp. 1979. Helping youngsters deal with the reality of death and overcome common misconceptions and fears; whether to visit the dying or attend funerals; sources of information.

When Parents Divorce. 210K. $2.50. 22 pp. 1981. Describes the trauma that children and parents often experience as a result of separation and divorce; practical suggestions for parents on how to prepare themselves and their children.

Your Child and Math. 203K. $2.25. 20 pp. 1981. Everyday activities to teach children the concepts of number, measurement, space, and time.

CHILDREN'S HEALTH AND PRENATAL CARE

Caffeine and Pregnancy. 612K. Free. 4 pp. 1980. Results of FDA study linking caffeine to birth defects in animals; caffeine's effects on health; foods and drugs containing caffeine.

Children and Youth in Action: Physical Activities and Sports. 115K. $4.00. 50 pp. 1980. Describes fitness programs for children from birth through the teen years: How to get children interested; benchmarks for fitness; how to decide if your child should compete in sports; and where to go for more information.

Drug Abuse Prevention for Your Family. 116K. $2.75. 24 pp. 1980. How to tell if your child is using drugs and what to do about it; how to help prevent your child from ever starting; understanding why people abuse drugs; effects of common drugs; lists sources of assistance.

Dyslexia. 117K. $2.00. 9 pp. 1978. Why some children have difficulty learning to read or write; problems they may face at home and school; what to do and where to go for help.

Helping the Hyperactive Child. 118K. $1.75. 9 pp. 1978. Behavior problems that could indicate hyperactivity; methods of treatment; ways parents can help in the home; sources of assistance.

Infant Care. 119K. $2.25. 72 pp. 1979. Detailed guide to care, development, behavior, and health problems; first aid information; selection of clothing, toys, and equipment.

Keeping Poisons and Children Apart. 622K. Free. 2 pp. 1979. Discusses common household substances that are poisonous; 12 tips for safeguarding children.

Plain Talk About Learning Disabilities. 608K. Free. 6 pp. 1979. Why many children have trouble learning; how they behave; ways parents can help; sources of assistance.

When the Baby's Life Is So Much Your Own. 502K. Free. 4 pp. 1979. How to take care of yourself during pregnancy with special attention to nutrition and the use of medicines, x-rays, alcohol, and tobacco.

Young Children and Accidents in the Home. 121K. $2.00. 28 pp. 1978. How to protect your child from falls, animal bites, suffocation, poisoning, burns, etc.; includes detachable first aid chart.

LEARNING ACTIVITIES

Dennis Takes a Poke at Poison. 606K. Free. 16 pp. 1980. Dennis the Menace learns about poisons in the home and how to tell if something is safe to eat.

Inexpensive Toys: Fun in the Making. 122K. $1.75. 31 pp. 1979. Simple instructions for children to make fun toys and games from throw-away materials in the home.

The Thing the Professor Forgot. 507K. Free. 18 pp. 1979. Coloring book in rhyme to teach children about good nutrition.

Visiting People on a Dairy Farm. 610K. Free. 17 pp. 1981. For early elementary school children, an illustrated tour of a dairy farm by the family who owns and runs it: What daily life on a farm is like, the hard work, and the rewards.

☆ EMPLOYMENT AND EDUCATION

College Costs/1981-82. 204K. $2.00. 12 pp. 1982. The costs in 1981-82 for undergraduate and graduate study at more than 2,000 public and private 4-year colleges and universities; provides a basis for comparing tuition and fees.

Federal Financial Aid for Men and Women Resuming Their Education or Training. 508K. Free. 15 pp. 1981. If you want to return to school after some time at a job, in the service, or at home, here are facts about Federal financial aid, how it works, and how to get it.

Job Openings. 510K. Free. 8 pp. Revised monthly. (Former title **Occupations in Demand.)** Highlights occupations with large numbers of openings; where they are located.

Job Options for Women in the 80' 123K. $2.50. 22 pp. 1980. An overview of the status of women in the work force; kinds of jobs that will be in demand; advice and resourc for women who want help choosir a career and finding a job.

The Job Outlook in Brief. 124K. $1.75. 22 pp. 1980. Trends and prc pects through 1985 for more than 250 different occupations.

Know Your Pension Plan. 509K. Free. 16 pp. 1979. Checklists to he you understand your retirement plan: Types of benefits; eligibility requirements; how service is counted and benefits are vested; how to apply for benefits; and you rights under the Employee Retirement Income Security Act.

Matching Personal and Job Characteristics. 125K. $1.75. 14 pp. 198 How to choose the right career; includes easy-to-use chart for com paring your academic background and personality traits with requirements for 281 occupations.

Merchandising Your Job Talents. 126K. $2.00. 24 pp. 1980. How to prepare a resume, write a letter of application, and interview.

Occupational Outlook Quarterly. 127K. $8.00. Annual Subscription (issues). For job seekers, employment planners, and counselors: Practical information on choosing and getting jobs; includes articles on new occupations, training oppo tunities, salary trends, long-term jo prospects, and career counseling programs. Use subscription blank on page **14.**

Social Security Information for Young Families. 511K. Free. 14 pp. 1980. Retirement, disability, and survivors' benefits; how to get a social security card and earn credits for working; how benefits are figured.

Student Guide—Five Federal Finan cial Aid Programs. 512K. Free. 16 pp. 1982. Five grant and loan programs for college, vocational, and technical school students; who is eligible and how to apply.

Study and Teaching Opportunities Abroad. 128K. $4.25. 68 pp. 1981. Programs of interest to students and teachers at all levels, from elementary to postgraduate school; where to get further information; bibliography to help anyone planning to travel or work overseas.

A Woman's Guide to Social Security. 513K. Free. 12 pp. 1981. What every woman should know about benefits upon retirement, disability, widowhood, or divorce.

A Working Woman's Guide to Her Job Rights. 129K. $2.00. 32 pp. 1978. From getting a job to retiring, this guide spells out your rights under Federal law; topics covered are for men as well and include: Employment services, minimum wage and overtime pay, union membership, maternity leave, etc.; sources of assistance.

Your Social Security. 514K. Free. 31 pp. 1979. Eligibility; amounts of payments; how to apply for Social Security and Medicare benefits.

SMALL BUSINESS

Advertising, Packaging, and Labeling. 205K. $2.50. 32 pp. 1980. For businesses that prepare and place their own ads, this booklet gives the basics: Standards; recommendations for preparing successful ads, packaging, and labeling; public and private regulatory institutions.

Raising the Money for a Small Business. 515K. Free. 11 pp. 1981. If you want to start a brand-new business, you'll need capital: How to assess your monetary needs and make financial projections; types and sources of capital; also includes information on franchises.

Running Your Own Business. 516K. Free. 13 pp. 1981. Guidelines on how to plan for profitability and organize human and physical resources; discusses management tools such as marketing, pricing, recordkeeping, and accounting.

Starting and Managing a Small Business of Your Own. 130K. $4.50. 95 pp. 1980. Comprehensive guide to buying, financing, and managing; buying an established business versus starting your own; location; franchises; taxes; insurance; hiring personnel; record keeping; includes a checklist for starting a business.

Starting and Managing a Small Service Business. 206K. $4.25. 58 pp. 1981. How to pick a salable service by assessing your skills and your market; financing and organizing; professional services you should seek and other matters to take care of before opening; keeping records; other sources of assistance.

Women's Handbook. 517K. Free. 16 pp. 1981. How the Small Business Administration can help a woman establish a business; how to apply for management and financial aid.

☆ FOOD

Cholesterol, Fat, and Your Health. 525K. Free. 4 pp. 1981. A diet can be too low in fat for good health, but many people have the reverse problem: Simple guidelines for keeping your cholesterol level down; drugs commonly used to treat high cholesterol levels.

The Confusing World of Health Foods. 518K. Free. 4 pp. 1981. Discusses the claims for health, organic, and natural foods; compares cost and nutritional value of health versus conventional foods.

Consumer's Guide to Food Labels. 519K. Free. 4 pp. 1981. Discusses ingredient and nutrient listings, open dating, metric units, and symbols used on food labels.

Food Additives. 520K. Free. 7 pp. 1981. Why chemicals are added to foods; how additive use is regulated; includes an index of more than 130 additives and definitions of the major categories.

How To Buy Economically: A Food Buyer's Guide. 521K. Free. 28 pp. 1981. How to cut costs on meat, poultry, eggs, milk, fruits and vegetables; months during which you can get the best buys on a variety of fruits and vegetables.

How To Save Money with Large Cuts of Meat. 522K. Free. 6 pp. 1981. Illustrated cutting instructions for vacuum-packed pieces of meat weighing 8 to 30 pounds; suggestions for cooking; how to wrap meat for freezing; how long it can be kept.

Meat and Poultry Products. 523K. Free. 23 pp. 1981. How to tell the amount of meat or poultry contained in popular processed food products; discusses food standards and how they are set.

Nutritive Value of Foods. 131K. $3.25. 34 pp. 1981. A table of 730 common foods listing the nutrients they contain: Water, calories, protein, fat, carbohydrate, and various vitamins and minerals; includes tables on the yield of cooked meat per pound of raw meat purchased; and the latest Recommended Daily Dietary Allowances.

A Primer on Dietary Minerals. 524K. Free. 4 pp. 1981. Describes necessary minerals and best food sources.

Read the Label, Set a Better Table. 623K. Free. 2 pp. 1976. How to use nutrition labels to save money and serve balanced meals; includes a chart of U.S. Recommended Daily Allowances and lists major food sources for each nutrient.

Roughage. 526K. Free. 2 pp. 1980. Claims and facts about high fiber diets; effects on health; and good food sources.

Saccharin, Cyclamate, and Aspartame. 527K. Free. 4 pp. 1981. Discusses the safety of these three artificial sweeteners; identifies special risk groups of users.

Salt. 528K. Free. 4 pp. 1981. How the body uses sodium chloride; ways to reduce salt intake; lists popular foods with high salt content.

The Sodium Content of Your Foods. 132K. $2.25. 43 pp. 1980. Tables showing the sodium content of many common foods and selected nonprescription drugs so you can limit salt or sodium intake.

Some Facts and Myths About Vitamins. 529K. Free. 4 pp. 1981. What vitamins are, how they work, and best food sources; discusses some controversial claims about vitamins.

Sugar. 530K. Free. 3 pp. 1981. How different types of sugar work in your body; caloric and carbohydrate values of various sweeteners; types of sweeteners available such as cane sugar, honey, corn syrup, etc.

Vegetarian Diets. 531K. Free. 2 pp. 1981. Benefits and possible risks; important nutrition considerations for non-meat eaters.

PREPARATION AND STORAGE

Can Your Kitchen Pass the Food Storage Test? 532K. Free. 6 pp. 1980. Checklist of food storage hazards and how to correct them.

Food Safety for the Family. 533K. Free. 11 pp. 1980. Causes of food poisoning; specific instructions for safe handling of a variety of foods; what to do when the freezer stops.

Freezing Combination Main Dishes. 133K. $1.75. 22 pp. 1978. Selection of ingredients; recipes; and instructions for preparation, packaging, freezing, and reheating.

Ideas for Better Eating. 135K. $2.75. 30 pp. 1981. Menu ideas and recipes to improve your diet; important facts about nutrition and popular foods; menus at different calorie levels.

Microwave Oven Radiation. 582K. Free. 6 pp. 1979. How microwave ovens work; Federal safety standards; and tips for proper use.

Safe Handling Tips for Meat and Poultry. 620K. Free. 2 pp. 1981. What to do if the power fails or the refrigerator or freezer quits; maximum time periods for the safe storage of meat and poultry (raw, processed, and cooked).

Storing Vegetables and Fruits. 136K. $2.25. 18 pp. 1980. Making fresh produce last longer by storing in basements, cellars, and outdoors.

☆ GARDENING

Building Greenhouses. 137K. $1.75. 20 pp. 1980. Choosing the type, features, location, and design best suited to home use.

Dwarf Fruit Trees. 138K. $1.75. 8 pp. 1976. Describes different varieties and which produce the best fruit; how to plant and care for them.

Fruits and Nuts. 614K. Free. 45 pp. 1977. Illustrated guide to selecting, planting, and maintaining fruit trees, nut trees, and berry plants.

Growing Flowering Perennials. 139K. $1.75. 32 pp. 1978. Selection, planting, and care of over 60 varieties of plants whose roots live from year to year; includes information on building a compost heap.

Growing Tomatoes in the Home Garden. 140K. $1.75. 13 pp. 1981. Instructions for planting, pruning, staking, watering, and controlling insects and diseases; chart of disease-resistant varieties.

Growing Vegetables in Containers. 615K. Free. 7 pp. 1977. For the small-scale gardener, information on types of containers, soil, planting techniques, and care.

Growing Your Own Vegetables. 535K. Free. 144 pp. 1977. Everything you need to know about planning, planting, and caring for more than 40 different kinds of vegetables.

Insects and Related Pests of House Plants. 141K. $1.75. 14 pp. 1977. Describes 16 common pests, the damage they do to plants, and what to do to get rid of them.

Landscaping Around the Home. 536K. Free. 9 pp. 1978. What to consider when planning for a small yard or a few acres; how to draw a landscape design; other information sources.

Mini-Gardens for Vegetables. 142K. $1.75. 12 pp. 1978. A guide to growing vegetables on a balcony, windowsill, or doorstep: Materials needed; starting plants indoors; light; watering; and other requirements for 17 kinds of vegetables.

Selecting and Growing House Plants. 143K. $2.00. 32 pp. 1980. Illustrated guide for 61 varieties of foliage, succulent, and flowering plants; instructions on potting, watering, fertilizing, and propagating.

Spring Lawn Care. 537K. Free. 5 pp. 1979. Fertilizing; reseeding; and controlling weeds and insects.

Year-Round Gardening with a Greenhouse. 538K. Free. 8 pp. 1978. Where to get building plans; how to heat, ventilate, and shade; how to plant and cultivate flowers and tomatoes; best plant varieties.

☆ HEALTH

A Brief Explanation of Medicare. 539K. Free. 13 pp. 1980. How people over 65 and some severely disabled younger persons can get benefits under this health insurance plan.

Clearing the Air: A Guide to Quitting Smoking. 540K. Free. 37 pp. 1980. Tips for cutting down or quitting that really work; lists well-known programs to help kick the habit.

A Consumer's Guide to Mental Health Services. 541K. Free. 21 pp. 1980. What kind of help you can expect to receive at local community mental health centers; what takes place in different kinds of therapy; where to go for referral, financial aid, or more information.

Facing Surgery? Why Not Get a Second Opinion? 543K. Free. 5 pp. 1979. When to get a second physician's opinion; toll-free number for locating a specialist near you; Medicaid/Medicare and private insurance coverage.

FDA Consumer. 144K. $17.00. Annual Subscription (10 issues). Recent developments in the regulation of foods, drugs, and cosmetics by the Food and Drug Administration. Use subscription blank on page **14.**

First Aid. 145K. $3.25. 66 pp. 1980. Pocket guide for treating emergencies such as impaired breathing, bleeding, shock, heart attacks, burns, exposure, poisoning, etc.; instructions for moving the injured.

Guide to Health Insurance for People with Medicare. 544K. Free. 7 pp. 1981. What Medicare pays and doesn't pay; what to look for in private health insurance.

It's Good To Know About Mental Health. 146K. $1.75. 10 pp. 1977. Recognizing and dealing with depression, mood changes, and related stress in yourself and others.

Plain Talk About Feelings of Guilt. 545K. Free. 3 pp. 1977. How excessive guilt can cause serious emotional problems; suggestions on ways to handle guilt.

Plain Talk About Mutual Help Groups. 609K. Free. 4 pp. 1981. Gaining strength through sharing with others who have similar problems: An overview of the many groups available from Alcoholics Anonymous to Widowed Persons and sources for more information.

Taking Time. 147K. $4.25. 63 pp. 1980. Coping with the feelings that surround cancer or any serious illness, finding hope, and asking for help from family, health care professionals, and the community; lists support and service organizations.

Talking to Your Doctor About Diagnosis. 546K. Free. 4 pp. 1979. Questions about examinations, medical records, fees, and treatments.

X-Ray and Vaccination Record Card. 547K. Free. 2 pp. 1978. Wallet-sized card for recording x-ray examinations and vaccinations.

Your Right To Question the Decision on Your Hospital Insurance Claim. 548K. Free. 8 pp. 1979. What to do when you disagree with any denial of payment for services covered by Medicare; these steps could help you with other types of insurance claims.

DRUGS AND MEDICAL DEVICES

Antihistamines. 549K. Free. 3 pp. 1981. A boon for those with hay fever, motion sickness, ulcers, asthma, etc.: How these drugs work, side effects, types found effective by generic and brand name.

Aspirin. 550K. Free. 4 pp. 1981. Proper use and possible risks; what to do in case of an overdose.

Contact Lenses. 551K. Free. 3 pp. 1981. Health, care, and safety factors of hard, soft, intraocular, and extended wear soft lenses.

Darvon. 621K. Free. 1 p. 1979. Health risks associated with this commonly prescribed pain reliever.

Food and Drug Interactions. 552K. Free. 4 pp. 1980. How commonly used drugs affect nutritional needs; how some foods affect drug actions; and how to avoid ill effects.

Generic Drugs: How Good Are They? 553K. Free. 3 pp. 1981. Generic versus brand name drugs; how generics may save you money; the 14 most popular generic drugs and some brand name counterparts.

Hearing Aids. 554K. Free. 3 pp. 1981. How to tell if you have a hearing problem; where and how to find help; shopping for a hearing aid; regulations sellers must follow; what to do if you have a complaint.

Interferon. 617K. Free. 3 pp. 1981. What some call a "miracle drug" for the treatment of cancer, herpes, and viral infections is still under scrutiny by FDA: The history and latest research findings.

Valium. 618K. Free. 4 pp. 1980. Dangers of long-term use and abuse.

EXERCISE AND WEIGHT CONTROL

Adult Physical Fitness. 148K. $4.25. 64 pp. 1980. Graduated fitness program for adults who have not exercised regularly; includes illustrations and instructions for basic exercises and isometrics.

Aqua Dynamics. 149K. $2.25. 33 pp. 1981. Illustrated guide to over 70 conditioning exercises that can be done in the water.

Cellulite. 560K. Free. 4 pp. 1981. All about those "lumps and bulges you couldn't lose before" and the many gimmicks supposed to help women get rid of fat on hips and thighs.

Exercise and Weight Control. 150K. $1.75. 8 pp. 1980. How to balance food intake and physical activity and establish an exercise program; includes chart showing calories used per hour for various activities.

The Fitness Challenge in the Later Years. 151K. $2.50. 28 pp. 1980. Illustrated exercise programs for different levels of activity; stresses the value of regular exercise.

MEDICAL PROBLEMS

Arthritis. 557K. Free. 7 pp. 1981. Snake venom, vibrating chairs, special diets and other frauds perpetrated as cures for arthritis, rheumatism, and gout; major forms of the disease and medically sound treatments; information on DMSO, the recently touted "miracle" drug.

Balding. 558K. Free. 2 pp. 1981. Discusses treatments and products supposed to restore hair growth or prevent hair loss.

Cancer Treatment. 559K. Free. 32 pp. 1979. Simple explanation of normal and cancerous cell growth; use of surgery, radiation, and drugs to treat cancer; future directions in cancer therapy; and commonly asked questions and answers.

Canker Sores and Fever Blisters. 152K. $1.75. 10 pp. 1979. Causes of these bothersome infections; ways to ease the pain and hasten healing.

The Common Cold. 561K. Free. 6 pp. 1981. Effectiveness of various cough, cold, allergy, and asthma remedies; labeling information.

Diabetes. 153K. $1.75. 16 pp. 1978. Causes, symptoms, detection, treatment, and research; includes sources for further information.

Everything Doesn't Cause Cancer. 562K. Free. 12 pp. 1980. Facts about the causes and prevention of cancer, and the laboratory animal tests used to identify carcinogens; toll-free cancer information numbers.

Glaucoma. 563K. Free. 4 pp. 1980. Facts about this often painless disease and leading cause of blindness: Causes, symptoms, and methods of treatment.

Headaches. 154K. $2.25. 19 pp. 1976. Types of headaches, their causes, and what you can do to relieve them.

Heart Attacks. 613K. Free. 32 pp. 1979. Facts about the number one cause of death in the U.S., including major causes of heart disease, methods of treatment, and what you can do to reduce the risk.

Hemorrhoid Treatments. 564K. Free. 4 pp. 1981. Safety and effectiveness of ingredients in over-the-counter remedies for anorectal disorders.

How To Cope with Arthritis. 155K. $1.75. 26 pp. 1979. Types, symptoms, and treatment of arthritis and related diseases.

Insomnia. 565K. Free. 4 pp. 1980. How sleeping pills may actually interfere with the natural stages of sleep; common causes of insomnia and ways to overcome it without medication.

Psoriasis. 156K. $1.75. 7 pp. 1976. The nature of this common skin disease and methods of treatment.

Snack Facts. 619K. Free. 6 pp. 1981. How snacking can harm your teeth; lists snacks that are less likely to cause decay.

Treating Alcoholism: The Illness, the Symptoms, the Treatment. 157K. $2.25. 16 pp. 1980. If you're concerned about your own drinking or someone else's, here are facts you should know: Warning signs and nature of alcoholism; types of treatment for the alcoholic and family; where to go for help.

Varicose Veins. 158K. $2.00. 9 pp. 1977. What causes veins to enlarge; methods of treatment.

What You Should Know About Stroke and Stroke Prevention. 159K. $1.75. 10 pp. 1980. What causes stroke; symptoms; how stress, environment, exercise, sex, and age affect your risk; methods of treatment; sources of information.

☆ HOUSING

BUILDING, BUYING, AND FINANCING

Buying a Home?—Don't Forget Settlement Costs! 569K. Free. 9 pp. 1980. What is involved in settlement or closing costs; discusses "prepaid" items, title insurance, hiring an attorney, and how to keep settlement and finance charges down.

Can I Really Get Free or Cheap Public Land? 207K. $1.75. 12 pp. 1980. The answer is "no" despite some advertising claims to the contrary; here is the real story on public lands available for purchase or homesteading.

Construction Guides for Exposed Wood Decks. 160K. $2.25. 78 pp. 1978. Design, material selection, construction, and finishing of outdoor wood decks; includes step-by-step, illustrated instructions for decks, benches, and stairways.

Designs for Low-Cost Wood Homes. 161K. $2.00. 28 pp. 1979. Sketches and model floor plans; how to select economical, durable materials; order forms for working plans.

Earth Sheltered Housing. 162K. $5.50. 141 pp. 1980. Design ideas ranging from three-sides-banked to all-underground atrium layouts; advantages and disadvantages of earth sheltered construction; extensive information on building codes, zoning, and financing.

Having Problems Paying Your Mortgage? 570K. Free. 5 pp. 1979. Steps to take if you are having trouble making your payments on time; where to go for help.

Home-Buying Veteran. 572K. Free. 36 pp. 1979. Useful information for non-veterans as well as veterans on choosing a neighborhood, inspecting a house, estimating costs, loan assumptions, etc.; checklist of items to consider before buying.

House Construction: How To Reduce Costs. 208K. $1.75. 16 pp. 1977. How to save in location, style, interior arrangements, and selection of materials and utilities.

New Life for Old Dwellings. 163K. $5.00. 100 pp. 1980. A handbook for owners or buyers of older homes: Deciding whether to restore a house; planning; and doing the work; includes detailed, illustrated instructions.

Questions About Condominiums. 576K. Free. 52 pp. 1980. What to ask before you buy to avoid common pitfalls; explains principal documents and legal aspects of ownership.

Remodeling a House—Will It Be Worthwhile? 577K. Free. 18 pp. 1978. What to consider when deciding whether a wood-frame house is worth restoring.

Selecting and Financing a Home. 164K. $1.75. 24 pp. 1980. Brief comparison of renting with buying; how to figure what you can afford; how to apply for a loan; what to look for in homeowner's insurance.

Selling Property: Brokers, Title, Closing, and Taxes. 578K. Free. 7 pp. 1978. Pros and cons of using a real estate broker; some costs of selling; tax implications.

Wise Home Buying. 571K. Free. 28 pp. 1980. Choosing a real estate broker; locating a house; inspecting an old house; and financing.

Wise Rental Practices. 579K. Free. 39 pp. 1980. What to consider before signing a lease; rights and responsibilities of landlord and tenant.

Wood-Frame House Construction. 165K. $6.50. 223 pp. 1979. Comprehensive, illustrated handbook of detailed instructions and basic principles for building and insulating.

HOME HEATING AND ENERGY CONSERVATION

The Do's and Don'ts of Home Insulation. 580K. Free. 15 pp. 1980. How to determine the type and amount of insulation needed and tips for installation; importance of moisture retarders; other ways to save including storm windows, weatherstripping, and caulking.

Find and Fix the Leaks. 166K. $2.50. 28 pp. 1981. How to check for air leaks around your house and save on your fuel bills; how to caulk and weatherstrip; discusses energy-efficient ways to ventilate and maintain good indoor air quality.

Heating with Wood. 167K. $2.00. 20 pp. 1980. Types of fireplaces, stoves, and furnaces; buying, installing, and using woodstoves; buying and burning wood efficiently and safely.

Homeowner's Solar Sizing Workbook. 168K. $4.00. 45 pp. 1980. How to select the most efficient solar heating system for your home; various systems available; how to calculate the cost per month and pay-back period.

In the Bank or Up the Chimney? 169K. $2.00. 74 pp. 1977. Illustrated how-to instructions for weatherstripping, caulking, and installing storm windows and insulation; selecting a contractor; worksheets for choosing methods of energy conservation for greatest savings.

Landscaping To Cut Fuel Costs. 581K. Free. 4 pp. 1981. How to plant trees and shrubs to reduce heating and cooling costs as well as noise and air pollution; discusses foundation planting, windbreak benefits, location, and choice of plants.

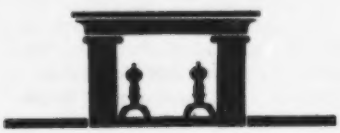
Money Saving Tips for Home Appliances. 603K. Free. 9 pp. 1981. How to buy, including information on energy usage, warranties, service contracts, and how to complain.

Passive Solar Design: It's a Natural. 170K. $4.50. 21 pp. 1980. Ideas for building or remodeling a home to take advantage of the "free" energy from the sun and earth; sources for more in-depth information.

Weatherize Your Mobile Home. 583K. Free. 4 pp. 1981. How to heat and cool your mobile home efficiently; discusses overall thermal performance standards, reinsulating the roof cavity, side walls, and floors; how to locate the mobile home for comfort and safety.

What About Fireplaces? 172K. $2.25. 18 pp. 1981. Answers to such questions as: How well can a fireplace heat? Can its efficiency be improved? How do you figure the comparative costs? How safe is wood heat?

Wind Energy Information Directory. 173K. $2.75. 28 pp. 1980. Listings of government offices; manufacturers/distributors; universities and colleges; computer programs; organizations; audio-visuals; books; and periodicals.



Wood Heat: Is It Right for You? 584K. Free. 4 pp. 1981. Advantages and disadvantages of wood heat; where to get wood; firewood ratings; wood heating safety.

HOME MAINTENANCE

Cockroaches. 174K. $1.75. 10 pp. 1980. Preventing entry; use of pesticides and other methods to get rid of cockroaches.

Controlling Household Pests. 175K. $1.75. 31 pp. 1979. Procedures and proper pesticides for controlling rats, cockroaches, termites, clothes moths, carpet beetles, etc.

Family Work and Storage Areas Outside the Home. 585K. Free. 12 pp. 1978. How to use space more efficiently; build different types of sheds; and get financing.

How To Crimeproof Your Home. 176K. $2.25. 18 pp. 1979. How to use landscaping, lighting, doors, windows, and locks to protect your home; also discusses home security alarm systems; tips for apartment dwellers; special safeguards while you're on vacation.

How To Prevent and Remove Mildew. 177K. $1.75. 12 pp. 1980. What it is; how to prevent and remove it; and how to get rid of dampness and musty odors.

Painting—Inside and Out. 178K. $1.75. 26 pp. 1978. Directions for doing a top-quality paint job, including surface preparation, paint selection, application, use of natural finishes; common causes of failure; also lists references.

Protecting Your Housing Investment. 586K. Free. 27 pp. 1980. Maintenance of heating systems, plumbing, and building structure; treatment of special problems such as pest control and moisture.

The Repair of Historic Wooden Windows. 179K. $1.75. 7 pp. 1981. Useful for any house with wooden window frames: How to decide what needs to be done and make the repairs; how to make a window as energy efficient as possible.

Simple Home Repairs Inside. 180K. $1.75. 23 pp. 1979. Guide to repairing and replacing faucets, electric plugs, screens, tiles, etc.

Simple Home Repairs Outside. 181K. $1.75. 40 pp. 1978. Instructions for repairing roofs, doors, windows, porches, steps, sidewalks, etc.

Smoke Detectors. 200K. $1.75. 8 pp. 1978. Differences between ionization and photoelectric smoke detectors; features of battery-powered and electric smoke detectors and heat sensors; where to install and how to care for a smoke detector.

Subterranean Termites. 182K. $1.75. 30 pp. 1981. How to recognize them and identify damage to wood; how to prevent termites during building construction; and how to control termites in existing buildings.

Was Your Home Built After 1964? Do You Have an Electrical System with Aluminum Wiring? 183K. $2.25. 12 pp. 1980. If the answers are yes, you may have a serious fire hazard: Signs of trouble; how to check your home for aluminum wiring; precautions to take if you have it.

Wood Decay in Houses. 184K. $1.75. 17 pp. 1980. Cause of damage and general safeguards; special precautions for woodwork close to the ground or exposed to rain.

☆ MONEY MANAGEMENT

Budgeting for the Family. 185K. $2.00. 14 pp. 1979. Steps in developing a budget with charts for estimating income, planning family spending, and recording expenses; includes section on using credit.

Consumer Credit Handbook. 587K. Free. 44 pp. 1981. Explains how consumer credit laws can help you shop and apply for credit; tells you what creditors look for and what to do if you are denied credit.

Consumer Protections and Electronic Banking. 588K. Free. 16 pp. 1980. The new bank cards may look like credit cards, but they're different; this booklet explains how the "money machines" work, and how to protect yourself against theft, loss, or computer errors.

How Not To Get Conned. 186K. $2.25. 20 pp. 1979. What looks like a good opportunity may be a fraud: Some common con games and how to protect yourself.

Investing in Oil, Gas, and Coal. 607K. Free. 18 pp. 1978. Types of investments, how to avoid fraud, what to check before you invest, and where to go for additional help.

Keeping Family-Household Records —What To Discard. 591K. Free. 6 pp. 1981. Documents you should keep; when to use a safe deposit box.

Providing for Your Heirs—Non-Sale Property Transfers. 593K. Free. 7 pp. 1978. Explains inheritance and estate taxes; costs of administering an estate; and legal tools for non-sale transfers, such as wills, trusts, joint ownerships, and gifts.

Where You Shop Is As Important As What You Buy. 624K. Free. 6 pp. 1974. Pros and cons of shopping at different types of stores.

You, the Law and Retirement. 187K. $1.75. 36 pp. 1978. Why and how to see a lawyer when planning for retirement; discusses making a will, designating power of attorney, setting up trust funds, etc.

☆ TRAVEL AND HOBBIES

amping in the National Parks. 38K. $2.25. 28 pp. 1981. A complete listing of 100 parks with camping areas; includes map and information on fees, camping season, number of sites, and other facilities.

amily Folklore. 189K. $1.75. 7 pp. 979. How to record family stories nd traditions to supplement your enealogical research.

olden Eagle/Golden Age/Golden ccess Passports. 595K. Free. 9 pp. 981. Reduced admission fees to lational Parks and other Federal ecreation areas; free admission nd other savings for handicapped nd senior citizens.

Guide and Map to the National Parks. 190K. $2.00. 1980. Fold-out highway map includes lists of activities at nearly 300 parks.

How To Adopt a Wild Horse or Burro. 596K. Free. 6 pp. 1980. The Government's program to find new homes for wild horses and burros that cannot survive on public lands; information on the care these animals need; how to apply for one.

Know Before You Go. 191K. $2.25. 32 pp. 1980. U.S. Customs rules on bringing articles home from abroad; includes details on duty rates, prohibited articles, sending gifts, and more.

Lesser Known Areas of the National Park System. 192K. $4.00. 77 pp. 1980. A state-by-state listing of more than 160 National Parks that are "off the beaten track" or new; addresses; historical significance; location; and accommodations.

A Pocket Guide to Cold Water Survival. 209K. $2.25. 21 pp. 1980. Preventing and preparing for a "man overboard" situation; how to survive in the water or on a life raft; how to treat a hypothermia victim.

☆ OTHER BOOKLETS

Books Talk. 597K. Free. 2 pp. 1980. Describes the free national library program of braille and recorded materials for blind and physically handicapped persons; includes a disc with samples of readings.

Direct Contacts for Consumers: Toll Free Numbers for Federal and State Services. 599K. Free. 16 pp. 1981. Where you can call in the government for answers to your questions or help with your problems.

Federal Benefits for Veterans and Dependents. 193K. $4.25. 80 pp. 1982. Comprehensive summary as of January 1, 1982.

Federal Information Centers. 598K. Free. 13 pp. 1980. Lists Centers across the country to visit or telephone when you need assistance from the Federal Government.

How To Protect Yourself Against Sexual Assault. 194K. $2.25. 16 pp. 1979. Corrects common fallacies about rape; how to reduce the risk or defend yourself if attacked; what to do if you are a victim.

Lista de Publicaciones Federales en Español para el Consumidor. 602K. Free. 8 pp. 1981. List of Federal consumer publications in Spanish.

Mail Order Rights. 616K. Free. 5 pp. 1982. Your legal rights when you order by mail or phone; how to handle complaints.

Metric Kit. 195K. $2.25. 8 piece kit. 1977. Metric ruler and wallet-size conversion table; basic units of metric measurement; the history of measurement systems; the Metric Conversion Act; and a booklet of common metric calculations.

Patents and Inventions. 196K. $2.00. 23 pp. 1981. What to consider before applying; step-by-step guide to getting a patent; precautions to take when marketing your invention.

Pocket Guide to Federal Help for the Disabled Person. 197K. $2.75. 23 pp. 1981. Federally funded programs to provide assistance with vocational rehabilitation, education, housing, health care, and more; how to find local help.

Senior Citizens Against Crime. 198K. $2.50. 20 pp. 1979. How to protect yourself on the street and in your home, including common swindles; community programs to make your neighborhood safer.

The U.S. Government Oil and Gas Lottery. 604K. Free. 12 pp. 1981. How to apply for the Government lottery to award leases on Federal lands that may hold oil or gas.

Where To Write for U.S. Birth and Death Records. 199K. $2.00. 8 pp. 1980. Addresses for state and territorial offices; how far back records go; and what copies cost.

Your Right to Federal Records. 605K. Free. 18 pp. 1981. How to use the Freedom of Information Act and Privacy Act to obtain records from the Federal Government.

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☐ One-year subscription to **Occupational Outlook Quarterly. Price: Domestic $8.00;** Foreign $10.00 (OOQ) (File Code 2R). See **Item 127K** on page 4.

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Consumer Information Center
Summer 1982

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INTRODUCTION

We are pleased to bring you the latest edition of the Consumer Information Catalog. It lists booklets from almost 30 agencies of the Federal Government. And more than half of them are free. You will find booklets on how to fix your car; how to save money on food, health care, energy, and other household expenses; how to slim down and trim up; and many other interesting topics.

The Catalog is published four times a year by the Consumer Information Center. The Center was established by Presidential Order in 1970 to encourage Federal agencies to share useful consumer information and to increase public awareness of this information.

Consumers have suggested many of the topics for publications listed in the Catalog. We welcome your comments and suggestions.

Consumer Information Center
General Services Administration

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☆ AUTOMOBILES

Auto Service Contracts. 635K. Free. 2 pp. 1982. For new car buyers who want more protection than a standard warranty, here are important questions to consider.

The Backyard Mechanic—Volume I. 101K. $4.00. 57 pp. 1981. Illustrated step-by-step instructions on how to inspect your car; change the oil; tune-up; lubricate; and maintain the transmission, disc brakes, radiator, emission control devices, battery, and automatic choke.

The Backyard Mechanic—Volume II. 102K. $4.50. 75 pp. 1980. How to do basic tune-up and final adjustments; reline drum brakes; maintain the hydraulic brake system and power brake assist units; and care for the carburetor, ignition system, and air conditioning; also explains auto electrical system.

The Backyard Mechanic—Volume III. 103K. $4.50. 92 pp. 1981. Fifteen chapters of instructions to help you keep your car running smoothly; covers electrical systems, body work and painting, tuning for mileage, filters, tires, lights; how to avoid auto repair ripoffs; tips on keeping a maintenance log.

The Car Book. 501K. Free. 68 pp. 1981. Information about many 1981 model cars: crash test results, fuel economy, maintenance and insurance costs; how to resolve complaints; and what to look for in a used car.

Car Care and Service. 104K. $1.75. 13 pp. 1981. Symptoms of common problems; tips on working with your mechanic.

Cost of Owning and Operating Automobiles and Vans. 625K. Free. 16 pp. 1981. Cost breakdown for purchase, depreciation, maintenance, gas, insurance, and taxes for standard, compact, and subcompact cars; includes worksheet for figuring your own costs.

Credit Cards: Auto Repair Protection. 636K. Free. 2 pp. 1982. Your rights when you pay for car repairs with a credit card.

Self-Service: Gas Up and Go? 105K. $1.75. 8 pp. 1977. Tells how to perform the simple but important routine maintenance that you might miss at the self-service pump: checking the oil, tire pressure, battery, and more.

☆ CHILDREN

An Adolescent in Your Home. 106K. $1.75. 27 pp. 1978. The physical and emotional needs and problems of adolescents; areas of conflict; and ways to promote understanding.

Child Development in the Home. 107K. $1.75. 20 pp. 1980. How to build self-confidence and self-discipline in the preschool child.

Children's Books. 108K. $2.00. 16 pp. 1982. A descriptive listing of the best books published in 1981 for preschool through junior high school age children. Prepared by the Library of Congress.

Cognitive Development. 109K. $1.75. 14 pp. 1980. How children learn; what stages they reach at certain ages; and how parents can help.

Dennis the Menace: Coping with Family Stress. 626K. Free. 15 pp. 1981. Depicts stressful family situations as viewed through Dennis' eyes; suggestions for parents on how to understand a child's point of view and reduce family tension.

Footsteps: A Parenting Guide. 110K. $4.00. 64 pp. 1980. Practical advice for parents of young children on: sibling rivalry, teaching values, independence, creativity, and more; based on the TV show "Footsteps."

The Importance of Play in Child Development. 111K. $1.75. 16 pp. 1981. Play is a child's way of living and learning social skills, creativity, and responsibility; how parents can enhance this learning.

Plain Talk About Raising Children. 504K. Free. 4 pp. 1981. Suggestions from parents whose grown children are now functioning well.

Plain Talk About When Your Child Starts School. 505K. Free. 2 pp. 1980. Suggestions for helping your child during the first days of school.

Talking to Children About Death. 112K. $1.75. 16 pp. 1979. Helping youngsters deal with the reality of death and overcome common misconceptions and fears; whether to visit the dying or attend funerals; sources of information.

When Parents Divorce. 210K. $2.50. 22 pp. 1981. Describes the trauma that children and parents often experience as a result of separation and divorce; practical suggestions for parents on how to prepare themselves and their children.

Your Child and Math. 203K. $2.25. 20 pp. 1981. Everyday activities to teach children the concepts of number, measurement, space, and time.

Your Child and TV. 219K. $2.00. 16 pp. 1981. How to help children develop good TV viewing habits and learn from what they watch.

CHILDREN'S HEALTH AND PRENATAL CARE

Caffeine and Pregnancy. 612K. Free. 4 pp. 1980. Results of FDA study linking caffeine to birth defects in animals; caffeine's effects on health; foods and drugs containing caffeine.

Drug Abuse Prevention for Your Family. 116K. $2.75. 24 pp. 1980. How to tell if your child is using drugs and what to do about it; how to help prevent your child from ever starting; understanding why people abuse drugs; effects of common drugs; lists sources of assistance.

Dyslexia. 117K. $2.00. 9 pp. 1978. Why some children have difficulty learning to read or write; problems they may face at home and school; what to do and where to go for help.

Helping the Hyperactive Child. 118K. $1.75. 9 pp. 1978. Behavior problems that could indicate hyperactivity; methods of treatment; ways parents can help in the home; sources of assistance.

Infant Care. 119K. $2.25. 72 pp. 1979. Detailed guide to care, development, behavior, and health problems; first aid information; selection of clothing, toys, and equipment.

Plain Talk About Learning Disabilities. 608K. Free. 6 pp. 1979. Why many children have trouble learning; how they behave; ways parents can help; sources of assistance.

Young Children and Accidents in the Home. 121K. $2.00. 28 pp. 1978. How to protect your child from falls, animal bites, suffocation, poisoning, burns, etc.; includes detachable first aid chart.

LEARNING ACTIVITIES

Dennis Takes a Poke at Poison. 606K. Free. 16 pp. 1980. Dennis the Menace learns about poisons in the home and how to tell if something is safe to eat.

Inexpensive Toys: Fun in the Making. 122K. $1.75. 31 pp. 1979. Simple instructions for children to make fun toys and games from throw-away materials in the home.

The Thing the Professor Forgot. 507K. Free. 18 pp. 1979. Coloring book in rhyme to teach children about good nutrition.

Visiting People on a Dairy Farm. 610K. Free. 17 pp. 1981. For early elementary school children, an illustrated tour of a dairy farm by the family who owns and runs it: What daily life on a farm is like, the hard work and the rewards.

☆ EMPLOYMENT AND EDUCATION

College Costs/1981-82. 204K. $2.00. 12 pp. 1982. The costs in 1981-82 for undergraduate and graduate study at more than 2,000 public and private 4-year colleges and universities; provides a basis for comparing tuition and fees.

Federal Financial Aid for Men and Women Resuming Their Education or Training. 508K. Free. 15 pp. 1982. If you want to return to school after some time at a job, in the service, or at home, here are important facts about Federal financial aid.

Job Openings. 510K. Free. 8 pp. Revised monthly. (Former title **Occupations in Demand.**) Highlights occupations with large numbers of openings; where they are located.

Job Options for Women in the 80's. 123K. $2.50. 22 pp. 1980. An overview of the status of women in the work force; kinds of jobs that will be in demand; advice and resources for women who want help choosing a career and finding a job.

The Job Outlook in Brief. 124K. $1.75. 22 pp. 1980. Trends and prospects through 1985 for more than 250 different occupations.

Know Your Pension Plan. 509K. Free. 16 pp. 1979. Checklists to help you understand your retirement plan: types of benefits; eligibility requirements; how service is counted and benefits are vested; how to apply for benefits; and your rights under the Employee Retirement Income Security Act.

Matching Personal and Job Characteristics. 125K. $1.75. 14 pp. 1980. How to choose the right career; includes easy-to-use chart for comparing your academic background and personality traits with requirements for 281 occupations.

Merchandising Your Job Talents. 126K. $2.00. 24 pp. 1980. How to prepare a resume, write a letter of application, and interview.

Occupational Outlook Quarterly. 127K. $8.00. Annual Subscription (4 issues). For job seekers, employment planners, and counselors, practical information on choosing and getting jobs, new occupations, training opportunities, salary trends, long-term job prospects, and career counseling programs. Use subscription blank on page **14.**

Student Guide—Five Federal Financial Aid Programs. 512K. Free. 16 pp. 1982. Five grant and loan programs for college, vocational, and technical school students; who is eligible and how to apply.

Study and Teaching Opportunities Abroad. 128K. $4.25. 68 pp. 1981. Programs of interest to students and teachers at all levels, from elementary to postgraduate school; where to get further information; bibliography to help anyone planning to travel or work overseas.

A Woman's Guide to Social Security. 513K. Free. 12 pp. 1981. What every woman should know about benefits upon retirement, disability, widowhood, or divorce.

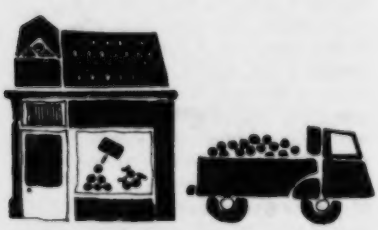
A Working Woman's Guide to Her Job Rights. 129K. $2.00. 32 pp. 1978. From getting a job to retiring, your rights under Federal law; topics covered are for men as well and include: employment services, minimum wage and overtime pay, maternity leave, etc.; sources of assistance.

Your Social Security. 514K. Free. 31 pp. 1980. Eligibility; amounts of payments; how to apply for Social Security and Medicare benefits.

SMALL BUSINESS

Advertising, Packaging, and Labeling. 205K. $2.50. 32 pp. 1980. For businesses that prepare their own ads, here are the basics: standards; suggestions for successful ads, packaging, and labeling; public and private regulatory institutions.

Ideas Into Dollars. 218K. $2.25. 24 pp. 1981. Developing inventions from technical feasibility testing, market evaluation, and patenting, through locating capital and entering production; lists government and private sources of help at each stage.



Starting and Managing a Small Business of Your Own. 130K. $4.50. 95 pp. 1979. Comprehensive guide to buying, financing, and managing; buying an established business versus starting your own; location; franchises; taxes; insurance; hiring personnel; record keeping; includes a checklist for starting a business.

Starting and Managing a Small Service Business. 206K. $4.25. 58 pp. 1981. How to pick a salable service by assessing your skills and your market; financing and organizing; professional services you should seek and other matters to take care of before opening; keeping records; other sources of assistance.

Women's Handbook. 517K. Free. 16 pp. 1981. How the Small Business Administration can help a woman establish a business; how to apply for management and financial aid.

☆ FOOD

Cholesterol, Fat, and Your Health. 525K. Free. 4 pp. 1981. A diet can be too low in fat for good health, but many people have the reverse problem: Simple guidelines for keeping your cholesterol level down; drugs commonly used to treat high cholesterol levels.

The Confusing World of Health Foods. 518K. Free. 4 pp. 1981. Discusses the claims for health, organic, and natural foods; compares cost and nutritional value of health versus conventional foods.

Consumer's Guide to Food Labels. 519K. Free. 4 pp. 1981. Discusses ingredient and nutrient listings, open dating, metric units, and symbols used on food labels.

Food Additives. 520K. Free. 7 pp. 1981. Why chemicals are added to foods; how additive use is regulated; includes an index of more than 130 additives and definitions of the major categories.

How To Buy Economically: A Food Buyer's Guide. 521K. Free. 28 pp. 1981. How to cut costs on meat, poultry, eggs, milk, fruits, and vegetables; months during which you can get the best buys on a variety of fruits and vegetables.

How To Save Money with Large Cuts of Meat. 522K. Free. 6 pp. 1981. Illustrated cutting instructions for vacuum-packed pieces of meat weighing 8 to 30 pounds; suggestions for cooking; how to wrap meat for freezing.

Meat and Poultry Products. 523K. Free. 23 pp. 1981. How to tell the amount of meat or poultry contained in popular processed food products; discusses food standards and how they are set.

Nutritive Value of Foods. 131K. $3.25. 34 pp. 1981. A table of 730 common foods listing the nutrients they contain: water, calories, protein, fat, carbohydrate, and various vitamins and minerals; includes tables on the yield of cooked meat per pound of raw meat purchased; and the latest Recommended Daily Dietary Allowances.

A Primer on Dietary Minerals. 524K. Free. 4 pp. 1981. Describes necessary minerals and best food sources.

Roughage. 526K. Free. 2 pp. 1980. Claims and facts about high fiber diets; effects on health; and good food sources.

Saccharin, Cyclamate, and Aspartame. 527K. Free. 4 pp. 1981. Discusses the safety of these three artificial sweeteners; identifies special risk groups of users.

Snack Facts. 619K. Free. 6 pp. 1981. How snacking can harm your teeth; lists snacks that are less likely to cause decay.

Sodium. 627K. Free. Fold-out poster. 1982. What sodium does for the body; how to reduce your sodium intake.

The Sodium Content of Your Foods. 132K. $2.25. 43 pp. 1980. Tables showing the sodium content of many common foods and selected nonprescription drugs so you can limit salt or sodium intake.

Some Facts and Myths About Vitamins. 529K. Free. 4 pp. 1981. What vitamins are, how they work, and best food sources; discusses some controversial claims about vitamins.

Sugar. 530K. Free. 3 pp. 1981. How different types of sugar work in your body; caloric and carbohydrate values of various sweeteners; types of sweeteners available such as cane sugar, honey, corn syrup, etc.

Vegetarian Diets. 531K. Free. 2 pp. 1981. Benefits and possible risks; important nutrition considerations for non-meat eaters.

Your Money's Worth in Foods. 628K. Free. 32 pp. 1982. Guides for budgeting, menu planning, and shopping for best values.

PREPARATION AND STORAGE

Can Your Kitchen Pass the Food Storage Test? 532K. Free. 6 pp. 1980. Checklist of food storage hazards and how to correct them.

Food Safety for the Family. 533K. Free. 11 pp. 1980. Causes of food poisoning; specific instructions for safe handling of a variety of foods; what to do when the freezer stops.

Freezing Combination Main Dishes. 133K. $1.75. 22 pp. 1978. Selection of ingredients; recipes; and instructions for preparation, packaging, freezing, and reheating.

Home Canning of Fruits and Vegetables. 211K. $1.75. 32 pp. 1979. A comprehensive, illustrated guide to selecting ingredients and equipment, preparation, and processing; specific instructions for 32 fruits and vegetables.

Home Food Preservation. 534K. Free. 86 pp. 1977. A how-to guide for home canning, freezing, and drying fruits and vegetables; making jellies, jams, and preserves; pickling; making wine; storing fresh fruits and vegetables; includes glossary.

Home Freezing of Fruits and Vegetables. 212K. $3.50. 48 pp. 1981. A comprehensive, illustrated guide for selecting ingredients and equipment, preparation, packaging, and freezing; specific instructions for 78 fruits and vegetables.

Ideas for Better Eating. 135K. $2.75. 30 pp. 1981. Menu ideas and recipes to improve your diet; important facts about nutrition and popular foods; menus at different calorie levels.

Making Pickles and Relishes at Home. 213K. $2.75. 30 pp. 1978. Recipes for favorites such as pickled peaches and sauerkraut, dills, gherkins, etc.; selecting and preparing ingredients; equipment; how to avoid common problems.

Microwave Oven Radiation. 582K. Free. 6 pp. 1979. How microwave ovens work; Federal safety standards; and tips for proper use.

Safe Handling Tips for Meat and Poultry. 620K. Free. 2 pp. 1981. What to do if the power fails or the refrigerator or freezer quits; maximum time periods for the safe storage of meat and poultry (raw, processed, and cooked).

Storing Vegetables and Fruits. 136K. $2.25. 18 pp. 1980. Making fresh produce last longer by storing in basements, cellars, and outdoors.

☆ GARDENING

Building Greenhouses. 137K. $1.75. 20 pp. 1980. Choosing the type, features, location, and design best suited to home use.

Dwarf Fruit Trees. 138K. $1.75. 8 pp. 1976. Describes different varieties and which produce the best fruit; how to plant and care for them.

Fall Lawn Care. 629K. Free. 5 pp. 1977. Renewing and establishing lawns; fertilizing; controlling weeds and insects.

Fruits and Nuts. 614K. Free. 45 pp. 1977. Illustrated guide to selecting, planting, and maintaining fruit trees, nut trees, and berry plants.

Growing Flowering Perennials. 139K. $1.75. 32 pp. 1978. Selection, planting, and care of over 60 varieties of plants whose roots live from year to year; includes information on building a compost heap.

Growing Tomatoes in the Home Garden. 140K. $1.75. 13 pp. 1981. Instructions for planting, pruning, staking, watering, and controlling insects and diseases; chart of disease-resistant varieties.

Growing Vegetables in Containers. 615K. Free. 7 pp. 1977. For the small-scale gardener, information on types of containers, soil, planting techniques, and care.

Growing Your Own Vegetables. 535K. Free. 144 pp. 1977. Everything you need to know about planning, planting, and caring for more than 40 different kinds of vegetables.

Insects and Related Pests of House Plants. 141K. $1.75. 14 pp. 1977. Describes 16 common pests, the damage they do to plants, and what to do to get rid of them.

Landscaping Around the Home. 536K. Free. 9 pp. 1978. Planning for a small yard or a few acres; how to draw a landscape design; other information sources.

Mini-Gardens for Vegetables. 142K. $1.75. 12 pp. 1978. A guide to growing vegetables on a balcony, windowsill, or doorstep: materials needed; starting plants indoors; light; watering; and other requirements for 17 kinds of vegetables.

Selecting and Growing House Plants. 143K. $2.00. 32 pp. 1980. Illustrated guide for 61 varieties of foliage, succulent, and flowering plants; instructions on potting, watering, fertilizing, and propagating.

Year-Round Gardening with a Greenhouse. 538K. Free. 8 pp. 1978. Where to get building plans; how to heat, ventilate, and shade; how to plant and cultivate flowers and tomatoes; best plant varieties.

☆ HEALTH

A Brief Explanation of Medicare. 539K. Free. 13 pp. 1980. How people over 65 and some severely disabled younger persons can get benefits under this health insurance plan.

Clearing the Air: A Guide to Quitting Smoking. 540K. Free. 37 pp. 1980. Tips for cutting down or quitting that really work; lists well-known programs to help kick the habit.

A Consumer's Guide to Mental Health Services. 541K. Free. 21 pp. 1980. What kind of help you can expect to receive at local community mental health centers; what takes place in different kinds of therapy; where to go for referral, financial aid, or more information.

Facing Surgery? Why Not Get a Second Opinion? 543K. Free. 5 pp. 1979. When to get a second physician's opinion; toll-free number for locating a specialist near you; Medicaid/Medicare and private insurance coverage.

FDA Consumer. 144K. $17.00. Annual Subscription (10 issues). Recent developments in the regulation of foods, drugs, and cosmetics by the Food and Drug Administration. Use subscription blank on page **14.**

First Aid. 145K. $3.25. 66 pp. 1980. Pocket guide for treating emergencies such as impaired breathing, bleeding, shock, heart attacks, burns, exposure, poisoning, etc.; instructions for moving the injured.

Guide to Health Insurance for People with Medicare. 544K. Free. 7 pp. 1981. What Medicare pays and doesn't pay; what to look for in private health insurance.

It's Good To Know About Mental Health. 146K. $1.75. 10 pp. 1977. Recognizing and dealing with depression, mood changes, and related stress in yourself and others.

Plain Talk About Feelings of Guilt. 545K. Free. 3 pp. 1977. How excessive guilt can cause serious emotional problems; suggestions on ways to handle guilt.

Plain Talk About Mutual Help Groups. 609K. Free. 4 pp. 1981. Gaining strength through sharing with others who have similar problems: An overview of the many groups available from Alcoholics Anonymous to Widowed Persons and sources for more information.

Plain Talk About Stress. 631K. Free. 2 pp. 1977. Recognizing the three stages of physical and mental stress; suggestions for dealing with stress.

Talking to Your Doctor About Diagnosis. 546K. Free. 4 pp. 1979. Questions about examinations, medical records, fees, and treatments.

Your Right To Question the Decision on Your Hospital Insurance Claim. 548K. Free. 8 pp. 1979. What to do when you disagree with any denial of payment by Medicare; these steps could help with other insurance claims.

DRUGS AND MEDICAL DEVICES

Antihistamines. 549K. Free. 3 pp. 1981. A boon for those with hay fever, motion sickness, ulcers, asthma, etc.: How these drugs work, side effects, types found effective by generic and brand name.

Aspirin. 550K. Free. 4 pp. 1981. Proper use and possible risks; what to do in case of an overdose.

Baldness Treatments. 558K. Free. 2 pp. 1981. Discusses products supposed to restore hair growth or prevent hair loss.

Contact Lenses. 551K. Free. 3 pp. 1981. Health, care, and safety factors of hard, soft, intraocular, and extended wear soft lenses.

Drug Effects Can Go Up in Smoke. 634K. Free. 2 pp. 1979. How smoking alters the action of some commonly used medicines as well as certain nutrients.

Food and Drug Interactions. 552K. Free. 4 pp. 1980. How commonly used drugs affect nutritional needs; how some foods affect drug actions; and how to avoid ill effects.

Generic Drugs: How Good Are They? 553K. Free. 3 pp. 1981. Generic versus brand name drugs; how generics may save you money; the 14 most popular generic drugs and some brand name counterparts.

Hearing Aids. 554K. Free. 3 pp. 1981. How to tell if you have a hearing problem; where and how to find help; shopping for a hearing aid; regulations sellers must follow; what to do if you have a complaint.

Interferon. 617K. Free. 3 pp. 1981. What some call a "miracle drug" for the treatment of cancer, herpes, and viral infections is still under scrutiny by FDA: The history and latest research findings.

Valium. 618K. Free. 4 pp. 1980. Dangers of long-term use and abuse.

EXERCISE AND WEIGHT CONTROL

Adult Physical Fitness. 148K. $4.25. 64 pp. 1980. Graduated fitness program for adults who have not exercised regularly; includes illustrations and instructions for basic exercises and isometrics.

Aqua Dynamics. 149K. $2.25. 33 pp. 1981. Illustrated guide to over 70 conditioning exercises that can be done in the water.

Cellulite. 560K. Free. 4 pp. 1981. All about those "lumps and bulges you couldn't lose before" and the many gimmicks supposed to help women get rid of fat on hips and thighs.

Exercise and Weight Control. 150K. $1.75. 8 pp. 1980. How to balance food intake and physical activity and establish an exercise program; includes chart showing calories used per hour for various activities.

The Fitness Challenge in the Later Years. 151K. $2.50. 28 pp. 1980. Illustrated exercise programs for different levels of activity; stresses the value of regular exercise.

An Introduction to Physical Fitness. 217K. $1.75. 23 pp. 1979. A guide that includes fitness tests, warm-up and conditioning exercises, and a graduated jogging program.

MEDICAL PROBLEMS

Arthritis. 557K. Free. 7 pp. 1981. Snake venom, vibrating chairs, special diets and other frauds perpetrated as cures for arthritis, rheumatism, and gout; major forms of the disease and medically sound treatments; information on DMSO, the recently touted "miracle" drug.

Cancer: What To Know, What To Do About It. 633K. Free. 25 pp. 1981. Early warning symptoms and statistics on different types of cancer.

Canker Sores and Fever Blisters. 152K. $1.75. 10 pp. 1979. Causes of these bothersome infections; ways to ease the pain and hasten healing.

The Common Cold. 561K. Free. 6 pp. 1981. Effectiveness of various cough, cold, allergy, and asthma remedies; labeling information.

Diabetes. 153K. $1.75. 16 pp. 1978. Causes, symptoms, detection, treatment, and research; includes sources for further information.

Everything Doesn't Cause Cancer. 562K. Free. 12 pp. 1980. Facts about the causes and prevention of cancer, and the laboratory animal tests used to identify carcinogens; toll-free cancer information numbers.

Glaucoma. 563K. Free. 4 pp. 1980. Facts about this often painless disease and leading cause of blindness: causes, symptoms, and methods of treatment.

Headaches. 154K. $2.25. 19 pp. 1976. Types of headaches, their causes, and what you can do to relieve them.

Heart Attacks. 613K. Free. 32 pp. 1979. Facts about the number one cause of death in the U.S., including major causes of heart disease, methods of treatment, and what you can do to reduce the risk.

How To Cope with Arthritis. 155K. $1.75. 26 pp. 1979. Types, symptoms, and treatment of arthritis and related diseases.

Insomnia. 565K. Free. 4 pp. 1980. How sleeping pills may actually interfere with the natural stages of sleep; common causes of insomnia and ways to overcome it without medication.

Poison Ivy Allergy. 214K. $1.75. 16 pp. 1980. What causes the allergic reaction to poison ivy, oak, and sumac; methods of treatment; how to spot these plants and destroy them.

Psoriasis. 156K. $1.75. 7 pp. 1976. The nature of this common skin disease and methods of treatment.

Sunbathing and Skin Cancer. 630K. Free. 3 pp. 1977. Discusses research linking increase in skin cancer to increase in sunbathing; symptoms, importance of early detection, treatment, and how to reduce risks.

Treating Alcoholism: The Illness, the Symptoms, the Treatment. 157K. $2.25. 16 pp. 1980. If you're concerned about your own drinking or someone else's, here are facts you should know: warning signs and nature of alcoholism; types of treatment for the alcoholic and family; where to go for help.

Varicose Veins. 158K. $2.00. 9 pp. 1977. What causes veins to enlarge; methods of treatment.

What You Should Know About Stroke and Stroke Prevention. 159K. $1.75. 10 pp. 1980. What causes stroke; symptoms; how stress, environment, exercise, sex, and age affect your risk; methods of treatment; sources of information.

☆ HOUSING

BUILDING, BUYING, AND FINANCING

Buying a Home?—Don't Forget Settlement Costs! 569K. Free. 9 pp. 1980. What is involved in settlement or closing costs; discusses "prepaid" items, title insurance, hiring an attorney, and how to keep settlement and finance charges down.

Buying Lots from Developers. 216K. $2.50. 28 pp. 1982. What to ask about a property and contract before you sign; information the developer must give you under law.

Can I Really Get Free or Cheap Public Land? 207K. $1.75. 12 pp. 1980. The answer is "no" despite some advertising claims to the contrary; here is the real story on public lands available for purchase or homesteading.

Construction Guides for Exposed Wood Decks. 160K. $4.50. 78 pp. 1978. Design, material selection, construction, and finishing of outdoor wood decks; includes step-by-step, illustrated instructions for decks, benches, and stairways.

Designs for Low-Cost Wood Homes. 161K. $2.00. 28 pp. 1979. Sketches and model floor plans; how to select economical, durable materials; order forms for working plans.

Earth Sheltered Housing..162K. $5.50. 141 pp. 1980. Design ideas ranging from three-sides-banked to all-underground atrium layouts; advantages and disadvantages of earth sheltered construction; extensive information on building codes, zoning, and financing.

Having Problems Paying Your Mortgage? 570K. Free. 5 pp. 1979. Steps to take if you are having trouble making your payments on time; where to go for help.

Home-Buying Veteran. 572K. Free. 36 pp. 1979. Useful information for non-veterans as well as veterans on choosing a neighborhood, inspecting a house, estimating costs, loan assumptions, etc.; checklist of items to consider before buying.

House Construction: How To Reduce Costs. 208K. $1.75. 16 pp. 1977. How to save in location, style, interior arrangements, and selection of materials and utilities.

Questions About Condominiums. 576K. Free. 52 pp. 1980. What to ask before you buy to avoid common pitfalls; principal documents and legal aspects of ownership.

Remodeling a House—Will It Be Worthwhile? 577K. Free. 18 pp. 1978. What to consider when deciding whether a wood-frame house is worth restoring.

Selecting and Financing a Home. 164K. $1.75. 24 pp. 1980. Brief comparison of renting with buying; how to figure what you can afford; how to apply for a loan; what to look for in homeowner's insurance.

Selling Property: Brokers, Title, Closing, and Taxes. 578K. Free. 7 pp. 1978. Pros and cons of using a real estate broker; some costs of selling; tax implications.

Wise Rental Practices. 579K. Free. 39 pp. 1980. What to consider before signing a lease; rights and responsibilities of landlord and tenant.

Wood-Frame House Construction. 165K. $6.50. 223 pp. 1979. Comprehensive, illustrated handbook of detailed instructions and basic principles for building and insulating.

HOME HEATING AND ENERGY CONSERVATION

The Do's and Don'ts of Home Insulation. 580K. Free. 15 pp. 1980. How to determine the type and amount of insulation needed and tips for installation; importance of moisture retarders; other ways to save including storm windows, weatherstripping, and caulking.

Find and Fix the Leaks. 166K. $2.50. 28 pp. 1981. How to check for air leaks around your house and save on your fuel bills; how to caulk and weatherstrip; discusses energy-efficient ways to ventilate and maintain good indoor air quality.

Heating with Wood. 167K. $2.00. 20 pp. 1980. Types of fireplaces, stoves, and furnaces; buying, installing, and using woodstoves; buying and burning wood efficiently and safely.

In the Bank or Up the Chimney? 169K. $2.00. 74 pp. 1977. Illustrated how-to instructions for weatherstripping, caulking, and installing storm windows and insulation; selecting a contractor; worksheets for choosing methods of energy conservation for greatest savings.

Landscaping To Cut Fuel Costs. 581K. Free. 4 pp. 1981. How to plant trees and shrubs to reduce heating and cooling costs as well as noise and air pollution; discusses foundation planting, windbreak benefits, location, and choice of plants.

Money Saving Tips for Home Appliances. 603K. Free. 9 pp. 1981. How to buy, including information on energy usage, warranties, service contracts, and how to complain.

Weatherize Your Mobile Home. 583K. Free. 4 pp. 1981. How to heat and cool efficiently; overall thermal performance standards; reinsulating the roof cavity, side walls, and floors; locating for comfort and safety.

What About Fireplaces? 172K. $2.25. 18 pp. 1981. Answers to such questions as: How well can a fireplace heat? Can its efficiency be improved? How do you figure the comparative costs? How safe is wood heat?

Wind Energy Information Directory. 173K. $2.75. 28 pp. 1980. Listings of government offices; manufacturers/distributors; universities and colleges; computer programs; organizations; audio-visuals; books; and periodicals.

Wood Heat: Is It Right for You? 584K. Free. 4 pp. 1981. Advantages and disadvantages of wood heat; where to get wood; firewood ratings; wood heating safety.

HOME MAINTENANCE

Cockroaches. 174K. $1.75. 10 pp. 1980. Preventing entry; use of pesticides and other methods to get rid of cockroaches.

Controlling Household Pests. 175K. $1.75. 31 pp. 1979. Procedures and proper pesticides for controlling rats, cockroaches, termites, clothes moths, carpet beetles, etc.

Family Work and Storage Areas Outside the Home. 585K. Free. 12 pp. 1978. How to use space more efficiently; build different types of sheds; and get financing.

How To Crimeproof Your Home. 176K. $2.25. 18 pp. 1979. How to use landscaping, lighting, doors, windows, and locks to protect your home; also discusses home security alarm systems; tips for apartment dwellers; special safeguards while you're on vacation.

How To Prevent and Remove Mildew. 177K. $1.75. 12 pp. 1980. What it is; how to prevent and remove it; and how to get rid of dampness and musty odors.

Painting—Inside and Out. 178K. $1.75. 26 pp. 1978. Directions for doing a top-quality paint job, including surface preparation, paint selection, application, use of natural finishes; common causes of failure; also lists references.

Protecting Your Housing Investment. 586K. Free. 27 pp. 1980. Maintenance of heating systems, plumbing, and building structure; treatment of special problems such as pest control and moisture.

The Repair of Historic Wooden Windows. 179K. $1.75. 7 pp. 1981. Useful for any house with wooden window frames: How to decide what needs to be done and make the repairs; how to make a window as energy efficient as possible.

Simple Home Repairs Inside. 180K. $1.75. 23 pp. 1979. Guide to repairing and replacing faucets, electric plugs, screens, tiles, etc.

Simple Home Repairs Outside. 181K. $1.75. 40 pp. 1978. Instructions for repairing roofs, doors, windows, porches, steps, sidewalks, etc.

Subterranean Termites. 182K. $1.75. 30 pp. 1981. How to recognize them and identify damage to wood; how to prevent termites during building construction; and how to control termites in existing buildings.

Was Your Home Built After 1964? Do You Have an Electrical System with Aluminum Wiring? 183K. $2.25. 12 pp. 1980. If the answers are yes, you may have a serious fire hazard: Signs of trouble; how to check your home for aluminum wiring; precautions to take if you have it.

Wood Decay in Houses. 184K. $1.75. 17 pp. 1980. Cause of damage and general safeguards; special precautions for woodwork close to the ground or exposed to rain.

☆ MONEY MANAGEMENT

Budgeting for the Family. 185K. $2.00. 14 pp. 1979. Steps in developing a budget with charts for estimating income, planning family spending, and recording expenses; includes section on using credit.

Consumer Credit Handbook. 587K. Free. 44 pp. 1981. Explains how consumer credit laws can help you shop and apply for credit; tells you what creditors look for and what to do if you are denied credit.

Consumer Protections and Electronic Banking. 588K. Free. 16 pp. 1980. The new bank cards may look like credit cards, but they're different; this booklet explains how the "money machines" work, and how to protect yourself against theft, loss, or computer errors.

Gold Jewelry. 638K. Free. 2 pp. 1980. Evaluates the investment potential; tips on buying and selling.

A Guide to Individual Retirement Accounts. 215K. $2.00. 9 pp. 1981. The latest information on who is eligible, where to invest, Federal tax savings, shopping tips.

How Not To Get Conned. 186K. $2.25. 20 pp. 1979. What looks like a good opportunity may be a fraud: Some common con games and how to protect yourself.

Investing in Oil, Gas, and Coal. 607K. Free. 18 pp. 1978. Types of investments, how to avoid fraud, what to check before you invest, and where to go for additional help.

Keeping Family-Household Records —What To Discard. 591K. Free. 6 pp. 1981. Documents you should keep; when to use a safe deposit box.

Providing for Your Heirs—Non-Sale Property Transfers. 593K. Free. 7 pp. 1978. Explains inheritance and estate taxes; costs of administering an estate; and legal tools for non-sale transfers, such as wills, trusts, joint ownerships, and gifts.

Where You Shop Is As Important As What You Buy. 624K. Free. 6 pp. 1974. Pros and cons of shopping at different types of stores.

You, the Law and Retirement. 187K. $1.75. 36 pp. 1978. Why and how to see a lawyer when planning for retirement; discusses making a will, designating power of attorney, setting up trust funds, etc.

☆ TRAVEL AND HOBBIES

Access Travel. 632K. Free. 40 pp. 1982. For the handicapped: design features, facilities, and services at 472 airport terminals worldwide.

Camping in the National Parks. 188K. $2.25. 28 pp. 1981. A complete listing of 100 parks with camping areas; includes map and information on fees, camping season, number of sites, and other facilities.

Family Folklore. 189K. $1.75. 7 pp. 1979. How to record family stories and traditions to supplement your genealogical research.

Golden Eagle/Golden Age/Golden Access Passports. 595K. Free. 9 pp. 1981. Reduced admission fees to National Parks and other Federal recreation areas; free admission and other savings for handicapped and senior citizens.

Guide and Map to the National Parks. 190K. $2.00. 1980. Fold-out highway map includes lists of activities at nearly 300 parks.

How To Adopt a Wild Horse or Burro. 596K. Free. 8 pp. 1982. The Government's program to find new homes for wild horses and burros that cannot survive on public lands; how to apply for one.

Know Before You Go. 191K. $2.25. 32 pp. 1980. U.S. Customs rules on bringing articles home from abroad; includes details on duty rates, prohibited articles, sending gifts, and more.

Lesser Known Areas of the National Park System. 192K. $4.00. 77 pp. 1980. A state-by-state listing of more than 160 National Parks that are "off the beaten track" or new; addresses; historical significance; location; and accommodations.

A Pocket Guide to Cold Water Survival. 209K. $2.25. 21 pp. 1980. Preventing and preparing for a "man overboard" situation; how to survive in the water or on a life raft; how to treat a hypothermia victim.

Ten Timesharing Tips. 637K. Free. 4 pp. 1981. Many vacation areas have condominiums and other facilities that you can buy into for a specific pre-planned time: How good are they as investments? What should you watch out for? What are your rights?

☆ OTHER BOOKLETS

Direct Contacts for Consumers: Toll Free Numbers for Federal and State Services. 599K. Free. 16 pp. 1982. Where you can call in the Government for answers to your questions or help with your problems.

Dispute Resolution Services. 639K. Free. 7 pp. 1981. Where to get help to resolve a complaint against a retailer or manufacturer—everything from car repair to door-to-door sales; lists 35 organizations that handle complaints and publish free consumer education materials.

Federal Benefits for Veterans and Dependents. 193K. $4.25. 80 pp. 1982. Comprehensive summary as of January 1, 1982.

Federal Information Centers. 598K. Free. 13 pp. 1981. Lists Centers across the country to visit or telephone when you need assistance from the Federal Government.

How To Protect Yourself Against Sexual Assault. 194K. $2.25. 16 pp. 1979. Corrects common fallacies about rape; how to reduce the risk or defend yourself if attacked; what to do if you are a victim.

Lista de Publicaciones Federales en Español para el Consumidor. 602K. Free. 8 pp. 1981. List of Federal consumer publications in Spanish.

Mail Order Rights. 616K. Free. 5 pp. 1982. Your legal rights when you order by mail or phone; how to handle complaints.

Metric Kit. 195K. $2.25. 8 piece kit. 1977. Metric ruler and wallet-size conversion table; basic units of metric measurement; the history of measurement systems; the Metric Conversion Act; and a booklet of common metric calculations.

Reading Is for Everyone. 640K. Free. 8 pp. 1982. Describes the free national library program for blind and physically handicapped persons; includes application.

Senior Citizens Against Crime. 198K. $2.50. 20 pp. 1979. How to protect yourself on the street and in your home, including common swindles; community programs to make your neighborhood safer.

The U.S. Government Oil and Gas Lottery. 604K. Free. 12 pp. 1981. How to apply for the Government lottery to award leases on Federal lands that may hold oil or gas.

Where To Write for U.S. Birth and Death Records. 199K. $2.00. 8 pp. 1980. Addresses for state and territorial offices; how far back records go; and what copies cost.

Your Right to Federal Records. 605K. Free. 18 pp. 1981. How to use the Freedom of Information Act and Privacy Act to obtain records from the Federal Government.

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INTRODUCTION

We are pleased to bring you the latest edition of the Consumer Information Catalog. It lists booklets from almost 30 agencies of the Federal Government. And more than half of them are free. You will find booklets on how to fix your car; how to save money on food, health care, energy, and other household expenses; how to slim down and trim up; and many other interesting topics.

The Catalog is published four times a year by the Consumer Information Center. The Center was established by Presidential Order in 1970 to encourage Federal agencies to share useful consumer information and to increase public awareness of this information. Use of funds for printing this publication was approved by the Office of Management and Budget on March 30, 1982.

Consumers have suggested many of the topics for publications listed in the Catalog. We welcome your comments and suggestions.

Consumer Information Center
General Services Administration

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☆ AUTOMOBILES

Auto Service Contracts. 635K. Free. 2 pp. 1982. For new car buyers who want more protection than a standard warranty, here are important questions to consider.

The Backyard Mechanic—Volume I. 101K. $4.00. 57 pp. 1981. Illustrated step-by-step instructions on how to inspect your car; change the oil; tune-up; lubricate; and maintain the transmission, disc brakes, radiator, emission control devices, battery, and automatic choke.

The Backyard Mechanic—Volume II. 102K. $4.50. 75 pp. 1980. How to do basic tune-up and final adjustments; reline drum brakes; maintain the hydraulic brake system and power brake assist units; and care for the carburetor, ignition system, and air conditioning; also explains auto electrical system.

The Backyard Mechanic—Volume III. 103K. $4.50. 92 pp. 1981. Fifteen chapters of instructions to help you keep your car running smoothly; covers electrical systems, body work and painting, tuning for mileage, filters, tires, lights; how to avoid auto repair ripoffs; tips on keeping a maintenance log.

The Car Book. 501K. Free. 68 pp. 1981. Information about many 1981 model cars: crash test results, fuel economy, maintenance and insurance costs; how to resolve complaints; and what to look for in a used car.

Car Care and Service. 104K. $2.50. 13 pp. 1981. Symptoms of common problems; tips on working with your mechanic.

Cost of Owning and Operating Automobiles and Vans. 625K. Free. 16 pp. 1981. Cost breakdown for purchase, depreciation, maintenance, gas, insurance, and taxes for standard, compact, and subcompact cars; includes worksheet for figuring your own costs.

Credit Cards: Auto Repair Protection. 636K. Free. 2 pp. 1982. Your rights when you pay for car repairs with a credit card.

Self-Service: Gas Up and Go? 105K. $1.75. 8 pp. 1977. Tells how to perform the simple but important routine maintenance that you might miss at the self-service pump: checking the oil, tire pressure, battery, and more.

☆ CHILDREN

An Adolescent in Your Home. 106K. $3.50. 27 pp. 1978. The physical and emotional needs and problems of adolescents; areas of conflict; and ways to promote understanding

Child Development in the Home. 107K. $3.00. 20 pp. 1980. How to build self-confidence and self-discipline in the preschool child.

Children's Books. 108K. $2.50. 16 pp. 1982. A descriptive listing of the best books published in 1981 for preschool through junior high school age children. Prepared by the Library of Congress.

Cognitive Development. 109K. $2.25. 14 pp. 1980. How children learn; what stages they reach at certain ages; and how parents can help.

Dennis the Menace: Coping with Family Stress. 626K. Free. 15 pp. 1981. Depicts stressful family situations as viewed through Dennis' eyes; suggestions for parents on how to understand a child's point of view and reduce family tension.

Footsteps: A Parenting Guide. 110K. $4.50. 64 pp. 1980. Practical advice for parents of young children on: sibling rivalry, teaching values, independence, creativity, and more; based on the TV show "Footsteps."

The Importance of Play in Child Development. 111K. $2.00. 16 pp. 1981. Play is a child's way of living and learning social skills, creativity, and responsibility; how parents can enhance this learning.

Plain Talk About Raising Children. 504K. Free. 4 pp. 1981. Suggestions from parents whose grown children are now functioning well.

Plain Talk About When Your Child Starts School. 505K. Free. 2 pp. 1980. Suggestions for helping your child during the first days of school.

When Parents Divorce. 210K. $3.25. 22 pp. 1981. Describes the trauma that children and parents often experience as a result of separation and divorce; practical suggestions for parents on how to prepare themselves and their children.

Your Child and Math. 203K. $3.00. 20 pp. 1981. Everyday activities to teach children the concepts of number, measurement, space, and time.

Your Child and Problem Solving. 220K. $2.25. 20 pp. 1981. Helping young children to solve everyday problems and develop a positive attitude about learning.

Your Child and Testing. 221K. $3.00. 36 pp. 1981. Why standardized tests are given; the difference between achievement and aptitude tests; what the scores mean; ways to help prepare your child for testing; what to ask your child's teachers and principal; and your legal rights to protect your child's privacy.

Your Child and TV. 219K. $2.75. 16 pp. 1981. How to help children develop good TV viewing habits and learn from what they watch.

CHILDREN'S HEALTH AND PRENATAL CARE

Caffeine and Pregnancy. 612K. Free. 4 pp. 1980. Results of FDA study linking caffeine to birth defects in animals; caffeine's effects on health; foods and drugs containing caffeine.

Drug Abuse Prevention for Your Family. 116K. $3.25. 24 pp. 1980. How to tell if your child is using drugs and what to do about it; how to help prevent your child from ever starting; understanding why people abuse drugs; effects of common drugs; lists sources of assistance.

Dyslexia. 117K. $2.25. 9 pp. 1978. Why some children have difficulty learning to read or write; problems they may face at home and school; what to do and where to go for help.

Genetic Counseling. 642K. Free. 4 pp. 1980. For couples concerned about inheritable diseases or high risk pregnancies: information on counseling and prenatal testing, including amniocentesis, ultrasound, and other diagnostic tools.

Good Teeth for You and Your Baby. 643K. Free. 16 pp. 1979. How to plan your diet and take care of your teeth while pregnant, and how to clean and protect "baby" teeth.

Helping the Hyperactive Child. 118K. $2.25. 9 pp. 1978. Behavior problems that could indicate hyperactivity; methods of treatment; ways parents can help in the home; sources of assistance.

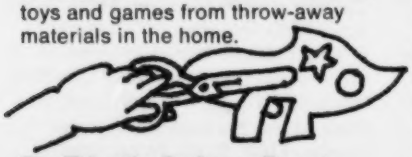
Plain Talk About Learning Disabilities. 608K. Free. 6 pp. 1979. Why many children have trouble learning; how they behave; ways parents can help; sources of assistance.

X-Rays and Pregnancy. 644K. Free. 2 pp. 1980. If you must have an x-ray during pregnancy, here are special precautions to take.

Young Children and Accidents in the Home. 121K. $4.25. 28 pp. 1978. How to protect your child from falls, animal bites, suffocation, poisoning, burns, etc.; includes detachable first aid chart.

LEARNING ACTIVITIES

Inexpensive Toys: Fun in the Making. 122K. $3.75. 31 pp. 1979. Simple instructions for children to make fun toys and games from throw-away materials in the home.



The Thing the Professor Forgot. 507K. Free. 18 pp. 1979. Coloring book in rhyme to teach children about good nutrition.

Visiting People on a Dairy Farm. 610K. Free. 17 pp. 1981. For early elementary school children, an illustrated tour of a dairy farm by the family who owns and runs it: What daily life on a farm is like, the hard work, and the rewards.

☆ EMPLOYMENT AND EDUCATION

College Costs/1981-82. 204K. $2. 12 pp. 1982. The costs in 1981-82 for undergraduate and graduate study at more than 2,000 public a private 4-year colleges and unive sities; provides a basis for compa ing tuition and fees.

Exploring Careers: The World of Work and You. 222K. $2.75. 28 pp 1980. A guide for helping teenage make career plans: identifying wo values; matching personality trait and aptitudes with those required by many different jobs; brief discussion of schooling and trainin

Federal Financial Aid for Men and Women Resuming Their Educatio or Training. 508K. Free. 15 pp. 19 If you want to return to school aft some time at a job, in the service, or at home, here are important fa about Federal financial aid.

Job Openings. 510K. Free. 8 pp. Revised monthly. Highlights occupations with large numbers openings; where they are located

Job Options for Women in the 80' 123K. $3.50. 22 pp. 1980. An over view of the status of women in th work force; kinds of jobs that will be in demand; advice and resour for women who want help choosi a career and finding a job.

The Job Outlook in Brief. 124K. $3.00. 22 pp. 1980. Trends and pr pects through 1985 for more than 250 different occupations.

Know Your Pension Plan. 509K. Free. 16 pp. 1979. Checklists to h you understand your retirement plan: types of benefits; eligibilit how service is counted and bene vested; how to apply for benefits your rights under the Employee Retirement Income Security Act

Matching Personal and Job Characteristics. 125K. $2.75. 14 pp. 19 How to choose the right career; includes easy-to-use chart for co paring your academic backgroun and personality traits with requir ments for 281 occupations.

Merchandising Your Job Talents. 126K. $3.50. 24 pp. 1980. How to prepare a resume, write a letter of application, and interview.

Occupational Outlook Quarterly. 127K. $9.00. Annual Subscription (4 issues). For job seekers, employment planners, and counselors, practical information on choosing and getting jobs, new occupations, training opportunities, salary trends, long-term job prospects, and career counseling programs. Use subscription blank on page **14.**

Student Guide—Five Federal Financial Aid Programs. 512K. Free. 16 pp. 1982. Five grant and loan programs for college, vocational, and technical school students; who is eligible and how to apply.

Study and Teaching Opportunities Abroad. 128K. $4.50. 68 pp. 1981. Programs of interest to students and teachers at all levels, from elementary to postgraduate school; where to get further information; bibliography to help anyone planning to travel or work overseas.

A Woman's Guide to Apprenticeship. 228K. $3.00. 29 pp. 1980. For women interested in training as skilled workers in construction, manufacturing, or service trades: how to apply; barriers you may face; your legal rights; and sources of assistance.

A Woman's Guide to Social Security. 513K. Free. 12 pp. 1981. What every woman should know about benefits upon retirement, disability, widowhood, or divorce.

A Working Woman's Guide to Her Job Rights. 129K. $2.75. 32 pp. 1978. From getting a job to retiring, your rights under Federal law; topics covered are for men as well and include: employment services, minimum wage and overtime pay, maternity leave, etc.; sources of assistance.

Your Social Security. 514K. Free. 31 pp. 1980. Eligibility; amounts of payments; how to apply for Social Security and Medicare benefits.

SMALL BUSINESS

Advertising, Packaging, and Labeling. 205K. $2.50. 32 pp. 1980. For businesses that prepare their own ads, here are the basics: standards; suggestions for successful ads, packaging, and labeling; public and private regulatory institutions.

Ideas into Dollars. 218K. $2.50. 24 pp. 1981. Developing inventions from technical feasibility testing, market evaluation, and patenting, through locating capital and entering production; lists government and private sources of assistance.

Starting and Managing a Small Business of Your Own. 130K. $5.00. 95 pp. 1979. Comprehensive guide to buying, financing, and managing; buying an established business versus starting your own; location; franchises; taxes; insurance; hiring personnel; record keeping; includes a checklist for starting a business.

Starting and Managing a Small Service Business. 206K. $4.50. 58 pp. 1981. How to pick a salable service by assessing your skills and your market; financing and organizing; professional services you should seek and other matters to take care of before opening; keeping records; other sources of assistance.

Women's Handbook. 517K. Free. 16 pp. 1981. How the Small Business Administration can help a woman establish a business; how to apply for management and financial aid.

☆ FOOD

Cholesterol, Fat, and Your Health. 525K. Free. 4 pp. 1981. A diet can be too low in fat for good health, but many people have the reverse problem: Simple guidelines for keeping your cholesterol level down; drugs commonly used to treat high cholesterol levels.

The Confusing World of Health Foods. 518K. Free. 4 pp. 1981. Discusses the claims for health, organic, and natural foods; compares cost and nutritional value of health versus conventional foods.

Consumer's Guide to Food Labels. 519K. Free. 4 pp. 1981. Discusses ingredient and nutrient listings, open dating, metric units, and symbols used on food labels.

Food Additives. 520K. Free. 7 pp. 1981. Why chemicals are added to foods; how additive use is regulated; includes an index of more than 130 additives and definitions of the major categories.

Food Is More Than Just Something To Eat. 651K. Free. 32 pp. 1976. Simple guide to nutrition; includes a daily food guide.

How To Buy Economically: A Food Buyer's Guide. 521K. Free. 28 pp. 1981. How to cut costs on meat, poultry, eggs, milk, fruits, and vegetables; months during which you can get the best buys.

How To Save Money with Large Cuts of Meat. 522K. Free. 6 pp. 1981. Illustrated cutting instructions for vacuum-packed pieces of meat weighing 8 to 30 pounds; suggestions for cooking; how to wrap meat for freezing.

Meat and Poultry Products. 523K. Free. 23 pp. 1981. How to tell the amount of meat or poultry contained in popular processed food products; discusses food standards and how they are set.

Nutritive Value of Foods. 131K. $4.50. 34 pp. 1981. A table of the nutrients contained in 730 common foods: water, calories, protein, fat, carbohydrate, vitamins and minerals; includes tables on the yield of cooked meat per pound of raw meat purchased; and the latest Recommended Daily Dietary Allowances.

A Primer on Dietary Minerals. 524K. Free. 4 pp. 1981. Describes necessary minerals and best food sources.

Roughage. 526K. Free. 2 pp. 1980. Claims and facts about high fiber diets; effects on health; and good food sources.

Saccharin, Cyclamate, and Aspartame. 527K. Free. 4 pp. 1981. Discusses the safety of these three artificial sweeteners; identifies special risk groups of users.

Sodium. 627K. Free. Fold-out poster 1982. What sodium does for the body; how to reduce sodium intake

The Sodium Content of Your Foods. 132K. $4.25. 43 pp. 1980. Tables showing the sodium content of many common foods and selected nonprescription drugs.

Some Facts and Myths About Vitamins. 529K. Free. 4 pp. 1981. What vitamins are, how they work, and best food sources; discusses some controversial claims about vitamins.

Sugar. 530K. Free. 3 pp. 1981. How different types of sugar work in your body; caloric and carbohydrate values of various sweeteners; types of sweeteners available such as cane sugar, honey, corn syrup, etc.

Vegetarian Diets. 531K. Free. 2 pp. 1981. Benefits and possible risks; important nutrition considerations.

Your Money's Worth in Foods. 628K. Free. 32 pp. 1982. Guides for budgeting, menu planning, and shopping for best values.

PREPARATION AND STORAGE

Can Your Kitchen Pass the Food Storage Test? 532K. Free. 6 pp. 1980. Checklist of food storage hazards and how to correct them.

Food Safety for the Family. 533K. Free. 11 pp. 1980. Causes of food poisoning; specific instructions for safe handling of a variety of foods; what to do when the freezer stops.

Freezing Combination Main Dishes. 133K. $2.25. 22 pp. 1978. Selection of ingredients; recipes; and instructions for preparation, packaging, freezing, and reheating.

Home Canning of Fruits and Vegetables. 211K. $2.50. 32 pp. 1979. A comprehensive, illustrated guide to selecting ingredients and equipment, preparation, and processing; specific instructions for 32 fruits and vegetables.

Home Food Preservation. 534K. Free. 86 pp. 1977. A how-to guide for home canning, freezing, and drying fruits and vegetables; making jellies, jams, and preserves; pickling; making wine; storing fresh fruits and vegetables; includes glossary.

Home Freezing of Fruits and Vegetables. 212K. $3.50. 48 pp. 1981. A comprehensive, illustrated guide for selecting ingredients and equipment, preparation, packaging, and freezing; specific instructions for 78 fruits and vegetables.

Ideas for Better Eating. 135K. $4.00. 30 pp. 1981. Menu ideas and recipes to improve your diet; important facts about nutrition and popular foods; menus at different calorie levels.

Let's Cook Fish. 227K. $3.25. 54 pp. 1972. Nutritive value; cleaning and dressing fresh fish; buying fresh or processed fish; storing and thawing; cooking methods and 29 recipes.

Making Pickles and Relishes at Home. 213K. $4.50. 30 pp. 1978. Recipes for favorites such as pickled peaches and sauerkraut, dills, gherkins, etc.; selecting and preparing ingredients; equipment; how to avoid common problems.

Microwave Oven Radiation. 582K. Free. 6 pp. 1979. How microwave ovens work; Federal safety standards; and tips for proper use.

Safe Handling Tips for Meat and Poultry. 620K. Free. 2 pp. 1981. What to do if the refrigerator or freezer quits; maximum time periods for storing meat and poultry (raw, processed, and cooked).

Storing Vegetables and Fruits. 136K. $2.25. 18 pp. 1980. Making fresh produce last longer by storing in basements, cellars, and outdoors.

☆ GARDENING

Building Greenhouses. 137K. $2.75. 20 pp. 1980. Choosing the type, features, location, and design best suited to home use.

Dwarf Fruit Trees. 138K. $2.00. 8 pp. 1976. Describes different varieties and which produce the best fruit; how to plant and care for them.

Fruits and Nuts. 614K. Free. 45 pp. 1977. Illustrated guide to selecting, planting, and maintaining fruit trees, nut trees, and berry plants.

Growing Flowering Perennials. 139K. $2.50. 32 pp. 1978. Selection, planting, and care of over 60 varieties of plants whose roots live from year to year; includes information on building a compost heap.

Growing Tomatoes in the Home Garden. 140K. $2.00. 13 pp. 1981. Instructions for planting, pruning, staking, watering, and controlling insects and diseases; chart of disease-resistant varieties.

Growing Vegetables in Containers. 615K. Free. 7 pp. 1977. For the small-scale gardener, information on types of containers, soil, planting techniques, and care.

Growing Your Own Vegetables. 535K. Free. 144 pp. 1977. Everything you need to know about planning, planting, and caring for more than 40 different kinds of vegetables.

Insects and Related Pests of House Plants. 141K. $2.00. 14 pp. 1977. Describes 16 common pests, the damage they do to plants, and what to do to get rid of them.

Landscaping Around the Home. 536K. Free. 9 pp. 1978. Planning for a small yard or a few acres; how to draw a landscape design; other information sources.

Mini-Gardens for Vegetables. 142K. $2.25. 12 pp. 1978. A guide to growing vegetables on a balcony, windowsill, or doorstep: materials needed; starting plants indoors; light; watering; and other requirements for 17 kinds of vegetables.

Selecting and Growing House Plants. 143K. $2.50. 32 pp. 1980. Illustrated guide for 61 varieties of foliage, succulent, and flowering plants; instructions on potting, watering, fertilizing, and propagating.

Year-Round Gardening with a Greenhouse. 538K. Free. 8 pp. 1978. Where to get building plans; how to heat, ventilate, and shade; how to plant and cultivate flowers and tomatoes; best plant varieties.

☆ HEALTH

A Brief Explanation of Medicare. 539K. Free. 13 pp. 1980. How people over 65 and some severely disabled younger persons can get benefits under this health insurance plan.

Clearing the Air: A Guide to Quitting Smoking. 540K. Free. 37 pp. 1980. Tips for cutting down or quitting that really work; lists well-known programs to help kick the habit.

A Consumer's Guide to Mental Health Services. 541K. Free. 21 pp. 1980. What kind of help you can expect to receive at local community mental health centers; what takes place in different kinds of therapy; where to go for referral, financial aid, or more information.

Facing Surgery? Why Not Get a Second Opinion? 543K. Free. 5 pp. 1979. When to get a second physician's opinion; toll-free number for locating a specialist near you; Medicaid/Medicare and private insurance coverage.

FDA Consumer. 144K. $21.00. Annual Subscription (10 issues). Recent developments in the regulation of foods, drugs, and cosmetics by the Food and Drug Administration. Use subscription blank on page **14.**

First Aid. 145K. $3.25. 66 pp. 1980. Pocket guide for treating emergencies such as burns, poisoning, bleeding, shock, heart attacks, etc.; instructions for moving the injured.

Guide to Health Insurance for People with Medicare. 544K. Free. 7 pp. 1981. What Medicare pays and doesn't pay; what to look for in private health insurance.

It's Good To Know About Mental Health. 146K. $2.25. 10 pp. 1977. Recognizing and dealing with depression, mood changes, and related stress in yourself and others.

Plain Talk About Mutual Help Groups. 609K. Free. 4 pp. 1981. Gaining strength through sharing with others who have similar problems: An overview of the many groups available from Alcoholics Anonymous to Widowed Persons.

Your Right To Question the Decision on Your Hospital Insurance Claim. 548K. Free. 8 pp. 1979. What to do when you disagree with any denial of payment by Medicare; these steps could help with other insurance claims.

DRUGS AND MEDICAL DEVICES

Antihistamines. 549K. Free. 3 pp. 1981. A boon for those with hay fever, motion sickness, ulcers, asthma, etc.: How these drugs work, side effects, types found effective by generic and brand name.

Aspirin. 550K. Free. 4 pp. 1981. Proper use and possible risks; what to do in case of an overdose.

Baldness Treatments. 558K. Free. 2 pp. 1981. Discusses products supposed to restore hair growth or prevent hair loss.

Food and Drug Interactions. 552K. Free. 4 pp. 1980. How commonly used drugs affect nutritional needs; how some foods affect drug actions; and how to avoid ill effects.

Generic Drugs: How Good Are They? 553K. Free. 3 pp. 1981. Generic versus brand name drugs; how generics may save you money; the 14 most popular generic drugs and some brand name counterparts.

Hearing Aids. 554K. Free. 3 pp. 1981. How to tell if you have a hearing problem; where and how to find help; shopping for a hearing aid; regulations sellers must follow; what to do if you have a complaint.

Interferon. 617K. Free. 3 pp. 1981. What some call a "miracle drug" for the treatment of cancer, herpes, and viral infections is still under scrutiny by FDA: The history and latest research findings.

Tranquilizers: Use, Abuse and Dependency. 646K. Free. 4 pp. 1979. Discusses the problem of dependency on legal drugs and reasons for the increased use of minor tranquilizers, sedatives, and stimulants.

Valium. 618K. Free. 4 pp. 1980. Dangers of long-term use and abuse.

What's In Your Medicine Chest? 645K. Free. 2 pp. 1982. Medical supplies to have in the home and tips for safe and proper storage.

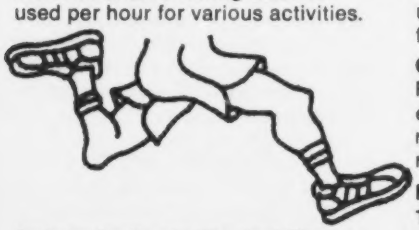
EXERCISE AND WEIGHT CONTROL

Adult Physical Fitness. 148K. $4.50. 64 pp. 1980. Graduated fitness program for adults who have not exercised regularly; includes illustrations and instructions for basic exercises and isometrics.

Aqua Dynamics. 149K. $3.75. 33 pp. 1981. Illustrated guide to over 70 conditioning exercises that can be done in the water.

Cellulite. 560K. Free. 4 pp. 1981. All about those "lumps and bulges you couldn't lose before" and the many gimmicks supposed to help women get rid of fat on hips and thighs.

Exercise and Weight Control. 150K. $1.75. 8 pp. 1980. How to balance food intake and physical activity and establish an exercise program; includes chart showing calories used per hour for various activities.



An Introduction to Physical Fitness. 217K. $2.75. 23 pp. 1979. A guide that includes fitness tests, warm-up and conditioning exercises, and a graduated jogging program.

Weight Loss. 647K. Free. 4 pp. 1982. Fallacies and hazards of some popular diets; selecting a healthy diet to lose weight.

MEDICAL PROBLEMS

Arthritis. 557K. Free. 7 pp. 1981. Snake venom, vibrating chairs, special diets and other frauds perpetrated as cures for arthritis, rheumatism, and gout; major forms of the disease and medically sound treatments; information on DMSO, the recently touted "miracle" drug.

Breast Exams: What You Should Know. 648K. Free. 14 pp. 1980. Eighty percent of breast lumps are not cancer: how to check for lumps, how doctors examine them, what types of treatment are available.

Cancer: What To Know, What To Do About It. 633K. Free. 25 pp. 1981. Early warning symptoms and statistics on different types of cancer.

Canker Sores and Fever Blisters. 152K. $2.75. 10 pp. 1979. Causes of these bothersome infections; ways to ease the pain and hasten healing.

The Common Cold. 561K. Free. 6 pp. 1981. Effectiveness of various cough, cold, allergy, and asthma remedies; labeling information.

Diabetes. 153K. $2.75. 16 pp. 1978. Causes, symptoms, detection, treatment, and research; includes sources for further information.

Everything Doesn't Cause Cancer. 562K. Free. 12 pp. 1980. Facts about the causes and prevention of cancer, and the laboratory animal tests used to identify carcinogens; toll-free cancer information numbers.

Glaucoma. 563K. Free. 4 pp. 1980. Facts about this often painless disease and leading cause of blindness: causes, symptoms, and methods of treatment.

Headaches. 154K. $2.75. 19 pp. 1976. Types of headaches, their causes, and what you can do to relieve them.

Heart Attacks. 613K. Free. 32 pp. 1979. Facts about the number one cause of death in the U.S., including major causes of heart disease, methods of treatment, and what you can do to reduce the risk.

How To Cope with Arthritis. 155K. $2.50. 26 pp. 1979. Types, symptoms, and treatment of arthritis and related diseases.

Insomnia. 565K. Free. 4 pp. 1980. How sleeping pills may actually interfere with the natural stages of sleep; common causes of insomnia and ways to overcome it without medication.

Poison Ivy Allergy. 214K. $2.00. 16 pp. 1980. What causes the allergic reaction to poison ivy, oak, and sumac; methods of treatment; how to spot and destroy these plants.

Psoriasis. 156K. $2.50. 7 pp. 1976. The nature of this common skin disease and methods of treatment.

Shingles. 223K. $3.00. 16 pp. 1981. If you have had chicken pox, you could develop this painful infection; what factors make you most vulnerable and what treatment is available.

Sun Tan. 649K. Free. 2 pp. 1982. Hazards of over-exposure to the sun; explains numerical ratings now found on many sunscreen products and lists ingredients that are safe and effective.

Treating Alcoholism: The Illness, the Symptoms, the Treatment. 157K. $3.00. 16 pp. 1980. If you're concerned about your own drinking or someone else's, here are facts you should know: warning signs and nature of alcoholism; types of treatment for the alcoholic and family; where to go for help.

Varicose Veins. 158K. $2.25. 9 pp. 1977. What causes veins to enlarge; methods of treatment.

What You Should Know About Stroke and Stroke Prevention. 159K. $2.00. 10 pp. 1980. What causes stroke; symptoms; how stress, environment, exercise, sex, and age affect your risk; methods of treatment; sources of information.

☆ HOUSING

BUILDING, BUYING, AND FINANCING

Buying Lots from Developers. 216K. $2.50. 28 pp. 1982. What to ask about a property and contract before you sign; information the developer must give you under law.

Can I Really Get Free or Cheap Public Land? 207K. $1.75. 12 pp. 1980. The answer is "no" despite some advertising claims to the contrary; here is the real story on public lands available for purchase or homesteading.

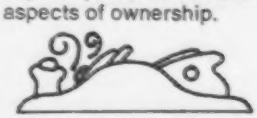
Construction Guides for Exposed Wood Decks. 160K. $4.50. 78 pp. 1978. Design, material selection, construction, and finishing of outdoor wood decks; includes step-by-step, illustrated instructions for decks, benches, and stairways.

Earth Sheltered Housing. 162K. $6.00. 141 pp. 1980. Design ideas ranging from three-sides-banked to all-underground atrium layouts; advantages and disadvantages of earth sheltered construction; extensive information on building codes, zoning, and financing.

Home-Buying Veteran. 572K. Free. 36 pp. 1979. Useful information for non-veterans as well as veterans on choosing a neighborhood, inspecting a house, estimating costs, loan assumptions, etc.; checklist of items to consider before buying.

House Construction: How To Reduce Costs. 208K. $2.50. 16 pp. 1977. How to save in location, style, interior arrangements, and selection of materials and utilities.

Questions About Condominiums. 576K. Free. 52 pp. 1980. What to ask before you buy to avoid common pitfalls; principal documents and legal aspects of ownership.



Remodeling a House—Will It Be Worthwhile? 577K. Free. 18 pp. 1978. What to consider when deciding whether a wood-frame house is worth restoring.

Rent or Buy? 225K. $3.50. 21 pp. 1979. How to compare costs and returns of renting with owning a home; includes charts for estimating the monthly costs of each.

Selling Property: Brokers, Title, Closing, and Taxes. 578K. Free. 7 pp. 1978. Pros and cons of using a real estate broker; some costs of selling; tax implications.

Wise Rental Practices. 579K. Free. 39 pp. 1980. What to consider before signing a lease; rights and responsibilities of landlord and tenant.

Wood-Frame House Construction. 165K. $7.50. 223 pp. 1979. Comprehensive, illustrated handbook of detailed instructions and basic principles for building and insulating.

HOME HEATING AND ENERGY CONSERVATION

The Do's and Don'ts of Home Insulation. 580K. Free. 15 pp. 1980. How to determine the type and amount of insulation needed and tips for installation; importance of moisture retarders; other ways to save including storm windows, weatherstripping, and caulking.

Find and Fix the Leaks. 166K. $2.50. 28 pp. 1981. How to check for air leaks around your house and save on your fuel bills; how to caulk and weatherstrip; discusses energy-efficient ways to ventilate and maintain good indoor air quality.

Heating with Wood. 167K. $3.00. 20 pp. 1980. Types of fireplaces, stoves, and furnaces; buying, installing, and using woodstoves; buying and burning wood efficiently and safely.

In the Bank or Up the Chimney? 169K. $5.50. 74 pp. 1977. Illustrated how-to instructions for weatherstripping, caulking, and installing storm windows and insulation; selecting a contractor; worksheets for choosing methods of energy conservation for greatest savings.

Landscaping To Cut Fuel Costs. 581K. Free. 4 pp. 1981. How to plant trees and shrubs to reduce heating and cooling costs as well as noise and air pollution; discusses foundation planting, windbreak benefits, location, and choice of plants.

Money Saving Tips for Home Appliances. 603K. Free. 9 pp. 1981. How to buy, including information on energy usage, warranties, service contracts, and how to complain.

Weatherize Your Mobile Home. 583K. Free. 4 pp. 1981. How to heat and cool efficiently; overall thermal performance standards; reinsulating the roof cavity, side walls, and floors; locating for comfort and safety.

What About Fireplaces? 172K. $2.75. 18 pp. 1981. Answers to such questions as: How well can a fireplace heat? Can its efficiency be improved? How do you figure the comparative costs? How safe is wood heat?

Wood Heat: Is It Right for You? 584K. Free. 4 pp. 1981. Advantages and disadvantages of wood heat; where to get wood; firewood ratings; wood heating safety.

HOME MAINTENANCE

Cockroaches. 174K. $2.25. 10 pp. 1980. Preventing entry; use of pesticides and other methods to get rid of cockroaches.

Controlling Household Pests. 175K. $3.50. 31 pp. 1979. Procedures and proper pesticides for controlling rats, cockroaches, termites, clothes moths, carpet beetles, etc.

Family Work and Storage Areas Outside the Home. 585K. Free. 12 pp. 1978. How to use space more efficiently; build different types of sheds; and get financing.

How To Crimeproof Your Home. 176K. $2.50. 18 pp. 1979. How to use landscaping, lighting, doors, windows, and locks to protect your home; also discusses home security alarm systems; tips for apartment dwellers; special safeguards while you're on vacation.

How To Prevent and Remove Mildew. 177K. $2.50. 12 pp. 1980. What it is; how to prevent and remove it; and how to get rid of dampness and musty odors.

Painting—Inside and Out. 178K. $2.50. 26 pp. 1978. Directions for doing a top-quality paint job, including surface preparation, paint selection, application, use of natural finishes; common causes of failure; also lists references.

Protecting Your Housing Investment. 586K. Free. 27 pp. 1980. Maintenance of heating systems, plumbing, and building structure; treatment of special problems such as pest control and moisture.

The Repair of Historic Wooden Windows. 179K. $1.75. 7 pp. 1981. Useful for any house with wooden window frames: How to decide what needs to be done and make the repairs; how to make a window as energy efficient as possible.

Simple Home Repairs Inside. 180K. $3.25. 23 pp. 1979. Guide to repairing and replacing faucets, electric plugs, screens, tiles, etc.

Simple Home Repairs Outside. 181K. $3.00. 40 pp. 1978. Instructions for repairing roofs, doors, windows, porches, steps, sidewalks, etc.

Was Your Home Built After 1964? Do You Have an Electrical System with Aluminum Wiring? 183K. $2.25. 12 pp. 1980. If the answers are yes, you may have a serious fire hazard: Signs of trouble; how to check your home for aluminum wiring; precautions to take if you have it.

Wood Decay in Houses. 184K. $2.75. 17 pp. 1980. Cause of damage and general safeguards; special precautions for woodwork close to the ground or exposed to rain.

☆ MONEY MANAGEMENT

Budgeting for the Family. 185K. $2.50. 14 pp. 1979. Steps in developing a budget with charts for estimating income, planning family spending, and recording expenses; includes section on using credit.

Consumer Credit Handbook. 587K. Free. 44 pp. 1981. Explains how consumer credit laws can help you shop and apply for credit; tells you what creditors look for and what to do if you are denied credit.

Consumer Protections and Electronic Banking. 588K. Free. 16 pp. 1980. The new bank cards may look like credit cards, but they're different; this booklet explains how the "money machines" work, and how to protect yourself against theft, loss, or computer errors.

Do You Speak "Credit"? 226K. $2.75. 12 pp. 1982. When you sign a loan contract, you are making a legal commitment: Learn what a number of standard form contract provisions mean in plain language.

Gold Jewelry. 638K. Free. 2 pp. 1980. Evaluates the investment potential; tips on buying and selling

A Guide to Individual Retirement Accounts. 215K. $2.50. 9 pp. 1981. The latest information on who is eligible, where to invest, Federal tax savings, shopping tips.

How Not To Get Conned. 186K. $2.50. 20 pp. 1979. What looks like a good opportunity may be a fraud: Some common con games and how to protect yourself.

Keeping Family-Household Records —What To Discard. 591K. Free. 6 pp. 1981. Documents you should keep; when to use a safe deposit box.

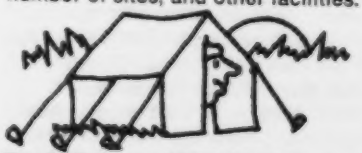
Providing for Your Heirs—Non-Sale Property Transfers. 593K. Free. 7 pp. 1978. Explains inheritance and estate taxes; costs of administering an estate; and legal tools for non-sale transfers, such as wills, trusts, joint ownerships, and gifts.

Where You Shop Is As Important As What You Buy. 624K. Free. 6 pp. 1974. Pros and cons of shopping at different types of stores.

☆ TRAVEL AND HOBBIES

Access Travel. 632K. Free. 40 pp. 1982. For the handicapped: design features, facilities, and services at 472 airport terminals worldwide.

Camping in the National Parks. 188K. $3.50. 28 pp. 1981. A complete listing of 100 parks with camping areas; includes map and information on fees, camping season, number of sites, and other facilities.



Family Folklore. 189K. $1.75. 7 pp. 1979. How to record family stories and traditions to supplement your genealogical research.

Golden Eagle/Golden Age/Golden Access Passports. 595K. Free. 9 pp. 1981. Reduced admission fees to National Parks and other Federal recreation areas; free admission and other savings for handicapped and senior citizens.

Guide and Map to the National Parks. 190K. $2.25. 1980. Fold-out highway map includes lists of activities at nearly 300 parks.

How To Adopt a Wild Horse or Burro. 596K. Free. 8 pp. 1982. The Government's program to find new homes for wild horses and burros that cannot survive on public lands; how to apply for one.

Know Before You Go. 191K. $2.50. 32 pp. 1980. U.S. Customs rules on bringing articles home from abroad; gives details on duty rates, prohibited articles, sending gifts, and more.

Lesser Known Areas of the National Park System. 192K. $4.50. 77 pp. 1980. A state-by-state listing of more than 160 National Parks that are "off the beaten track" or new; addresses; historical significance; location; and accommodations.

A Pocket Guide to Cold Water Survival. 209K. $2.25. 21 pp. 1980. Preventing and preparing for a "man overboard" situation; how to survive in the water or on a life raft; how to treat a hypothermia victim.

Ten Timesharing Tips. 637K. Free. 4 pp. 1981. Many vacation areas have homes and other facilities you can buy into for a specific pre-planned time: Are they good investments? What should you watch out for? What are your rights?

☆ OTHER BOOKLETS

Direct Contacts for Consumers: Toll Free Numbers for Federal and State Services. 599K. Free. 16 pp. 1982. Where you can call in the Government for answers to your questions or help with your problems.

Directory of Federal TDD Numbers. 650K. Free. 5 pp. 1982. Listing of key Federal agencies with Telecommunications Devices for the Deaf (TDD) and their phone numbers.

Dispute Resolution Services. 639K. Free. 7 pp. 1981. Where to get help to resolve a complaint against a retailer or manufacturer—everything from car repair to door-to-door sales; lists 35 organizations that handle complaints and publish free consumer education materials.

Federal Benefits for Veterans and Dependents. 193K. $4.25. 80 pp. 1982. Comprehensive summary as of January 1, 1982.

Federal Information Centers. 598K. Free. 13 pp. 1981. Lists Centers across the country to contact when you need assistance from the Federal Government.

General Information Concerning Patents. 224K. $3.00. 44 pp. 1982. What can be patented, who may apply; also defines copyrights and trademarks.

How To Protect Yourself Against Sexual Assault. 194K. $2.25. 16 pp. 1979. Corrects common fallacies about rape; how to reduce the risk or defend yourself if attacked; what to do if you are a victim.

Lista de Publicaciones Federales en Español para el Consumidor. 602K. Free. 8 pp. 1982. List of Federal consumer publications in Spanish.

Mail Order Rights. 616K. Free. 5 pp. 1982. Your legal rights when you order by mail or phone; how to handle complaints.

Pocket Guide to Federal Help for the Disabled Person. 197K. $3.75. 23 pp. 1981. Federally funded programs to provide assistance with vocational rehabilitation, education, housing, health care, and more; how to find local help.

Reading Is for Everyone. 640K. Free. 8 pp. 1982. Describes the free national library program for blind and physically handicapped persons; includes application.

Senior Citizens Against Crime. 198K. $2.50. 20 pp. 1979. How to protect yourself on the street and in your home, including common swindles; community programs to make your neighborhood safer.

The U.S. Government Oil and Gas Lottery. 604K. Free. 12 pp. 1981. How to apply for the Government lottery to award leases on Federal lands that may hold oil or gas.

Your Right to Federal Records. 605K. Free. 18 pp. 1981. How to use the Freedom of Information Act and Privacy Act to obtain records from the Federal Government.

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155K	$2.50		
156K	$2.50		
157K	$3.00		
158K	$2.25		
159K	$2.00		
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166K	$2.50		
167K	$3.00		
169K	$5.50		
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